

**Braintree Finance Committee
Minutes of the Meeting
January 30, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Theresa Nott
Gail Feldman
Bob Olson
Gene O'Neill
Christine Cunningham
Alan Flowers
Chris Dawley
Emmanuel Ofuokwu

Others In Attendance

Brian Connolly Finance Director
Ann Marie Newell, Recording Secretary

Not Present

J. Daiute (Resigned)

Introduce New Finance Director

Brian Connolly, the new Finance Director, is present at tonight's meeting. Mr. Connolly states that he began his position as the new Finance Director last Monday. He discusses his educational background and employment history. Mr. Connolly states that he is glad to begin his position at the beginning of the budget process and plans on attending all future Finance Committee Meetings.

The Finance Committee Members introduces themselves to Mr. Connolly. Ted Langill states that there are three vacancies on the Committee. Gene O'Neill tells Mr. Connolly that the town will be voting to build a new power plant. Gene O'Neill would like to know the in lieu of tax number the town could recruit from the Light Department. He would like Mr. Connolly to look into the in lieu of tax payment the town could expect to receive from BELD. Brief Discussion on Payments in Lieu of Taxes (PILOT). Mr. Connolly with be sitting on a PILOT Team to look into this. Theresa Nott would like the Finance Committee to get periodic updates on PILOT.

FY07 Budget Update

Ted Langill states that there have been significant changes in Local Aid Numbers. He states that Braintree was the benefit of the Governor's new formula. Braintree's local aid number is going up 25%. He states that the high increase in local aid money is due to the fact that the community is growing and income level's are increasing in Braintree. The formula changes will have to get through legislature. He states that the average increase in local aid was 5%. There were 23 communities that ended up with less Chapter 70 money. A lot of people are not going to be happy. He states that Boston is getting a 2 ½ - 3% increase.

Ted Langill reviews budget sheets with the Finance Committee and Mr. Connolly. The town could be receiving an additional \$104,000 in Reform Funds and Municipal Housing money. He states that \$104,000 is the maximum amount the town can get. The town would need to meet criteria in order to receive money. He does not know yet if town will meet criteria. Ted Langill states that assessments are going up significantly with an increase of \$600,000.

Ted Langill sent letter to the Board of Selectmen stating that the Finance Committee recommends that the trash fee pay for itself. He does not have indication that the Board of Selectmen will change fees and does not see them raising fees. He therefore thinks it is a good idea to go with the number's that the Board of Selectmen put together on trash collection.

Ted Langill states that the Finance Committee will need to make recommendations before numbers are out. He would like a discussion on what number the Finance Committee feels comfortable with.

Bob Kimball asks Brian Connolly to look into the \$104,000 for Housing Incentive. He would like to know if the town meets the criteria.

Gene O'Neill thinks that the Finance Committee should vote level service budgets. He states that Committee can always go back and look at budgets if we need to. Theresa Nott asks if it is possible to do level service budgets with contracts. Ted Langill states that town is still looking at \$1 million shortfall. He states that the majority of contracts are 3.5%. Gene O'Neill thinks that the revenues are there. He asks the committee to look at what has happened in just one week. He states that there are the three big departments (school, police & fire). He would at least like to level service the remaining departments. He states that all the big decisions are going to be made in the three big departments. He also thinks that the capital money should equal the free cash money.

Theresa Nott would like to keep numbers the way they are. She states that it is a lot easier to add money back into budgets rather than taking money out.

Bob Kimball wants a handle on capital. What would the town get for the \$1.5 million. What would the town be getting for \$500,000. He would like to know what the priorities are for this year. Ted Langill states that there are also lease payments that come from Capital money.

Christine Cunningham states that maybe the Finance Committee should look at the Capital Plan before it begins reviewing department budgets. She states that in the past, the Capital is the last to be looked at.

Gail Feldman states that the Finance Committee needs to come up with a number more reasonable than the original .6%. She thinks that the Finance Committee needs to level service budgets or come up with a number before reviewing budgets.

Discussion on authorized – unissued debt. Theresa Nott would like to get a report on this.

Emmanuel Ofuokwu would like to start looking into budgets. He would like to come up with a % that the town can handle. He thinks the Finance Committee should continue with the number that they have and then they can add to budgets later.

Ted Langill states that most of the numbers in the Budget Book are not the % the Finance Committee requested.

Gene O'Neill thinks budgets should be level serviced. He gives the example of the Finance Budget. He asks how the Committee will review a budget that consists of just one person. Is the Finance Committee going to not fund the position? Gene O'Neill thinks this is the wrong way to go.

Motion by Bob Kimball to Increase the Proposed Budgets by a 2% Increase.

Second Gail Feldman

Discussion: Bob Kimball thinks 2% is a realistic amount as opposed to a ½ % increase. He states that it is up to the Finance Committee to level service budgets after justification is made by subcommittee. Bob Kimball does not think the town is going to get a level service budget without taking from capital money. Ted Langill states that the subcommittees could discuss the 2% increase with department heads. He will not ask department heads for new budget numbers. Mr. Connolly thinks 2% is a good number to go with. He reminds the Finance Committee that they will need to take another look at Utility numbers. Sandie Baler Segal is concerned about consistency. She wants to be sure that the numbers are based on same percentage. Gene O'Neill thinks number should be 2 ½ to 3%. He basis his figures on unemployment going down, capital money and increased local aid numbers.

VOTE: 10 YES/1 NO. (G.O'Neill). APPROVED.

Budgets

Finance Committee – Department 131

Motion by Jay Mullin for favorable action on Level Funding Personnel Service for \$10,038.

Discussion: Gene O'Neill asks if this includes contract increases. Jay Mullin states that this figure includes the step raise for the recording secretary. Jay Mullin states that the Finance Committee does not seem to be meeting as many times as they did last year and he thinks that there should be enough money in budget to absorb the step increase. Ted Langill states that traditionally the Finance Committee does not spend its entire budget as a whole.

Motion by Bob Kimball to Amend to Reduce Personnel Service to \$9,000.

Second Emmanuel Ofuokwu

Discussion: Bob Kimball states that historically we have not spent the amount of money allocated. He states that in FY05 the Finance Committee spent \$7,000. He thinks we need to lead by example. Gene O'Neill would like to do an analysis on number. He would like to know how many meetings the Finance Committee is planning on having and multiply it by the rate. Jay Mullin states that it is billed on hours not meetings. Ted Langill states that to do an analysis would truly be leading by example. Christine Cunningham states that we are talking about one person who is here every time that we have a meeting. She puts in the hours that we have here today and the hours that she puts in at home to fill in all this stuff. We cannot estimate how long our meetings are going to be running next year to figure out what our rate is going to be. What we have to go on is the history that is in front of us. Christine Cunningham thinks that somewhere between the \$7,000 and \$10,000 is appropriate. She states that it would be difficult to do an analysis to estimate the amount of time that she is going to be spending next year when we do not know how long our meetings are going to be running. Ted Langill states that looking at the history this is going to be a pretty close number. He doesn't mind the concept/thinking of doing an analysis because that is what we are going to be asking other departments to do. Jay Mullin states that what is not used goes back to free cash. VOTE: 6 YES/4 NO (J. Mullin abstains). MOTION APPROVED.

Motion by Jay Mullin for favorable action on General Expenses for \$3,900.

Second Bob Olson

Discussion: Jay Mullin states that this is: \$700 for postage, \$2200 for printing and forms and \$1,000 for office supplies.

VOTE: Unanimous. APPROVED

Motion by Jay Mullin for a Schedule Total for Finance Committee for \$12,900 (subject to Math).

Second Alan Flowers

VOTE: 10 YES/1 NO (G.O'Neill). MOTION APPROVED.

Reserve Fund – Department 132

Motion by Jay Mullin for favorable action on level funding Reserve Fund for \$125,000.

Second Theresa Nott.

VOTE: Unanimous. APPROVED.

Interest Appellate – Department 753

Motion by Jay Mullin for \$5,000 for Interest Appellate.

Second Theresa Nott

Discussion: Jay Mullin has been told that they can live with the \$5,000.

VOTE: Unanimous. APPROVED.

Contributory Retirement – Department 910

Motion by Bob Olson for favorable action on \$4,080,179 for Contributory Retirement.

Second Jay Mullin

Discussion: This is the tax rate number.

VOTE: Unanimous. APPROVED.

Non-Contributory Retirement – Department 911

Motion by Bob Olson for favorable action on \$36,598.00 for Non-Contributory Retirement.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Court Judgments – Department 941

Motion by Jay Mullin for favorable action on Court Judgments for \$500.

Second Bob Olson

Discussion: This is the pot hole account that is rarely used.

VOTE: Unanimous. APPROVED.

Sandie Baler Segal would like an updated list of reserve fund transfers for this year.

Ted Langill gives an update on snow removal budget. As of January 24th there is a \$115,000 snow deficit. This figure is due to inventory costs (sand, etc.).

Motion is made and seconded to adjourn meeting at 8:45 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
FEBRUARY 6, 2006**

The meeting was called to order at 7:00 p.m. Bob Olson, Vice-Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Alan Flowers
Gail Feldman
Bob Olson
Gene O'Neill
Emmanuel Ofuokwu
Chris Dawley

Others In Attendance

Brian Connolly Finance Director
Ann Marie Newell, Recording Secretary
Bob Aicardi, Braintree Forum

Not Present

Ted Langill
Christine Cunningham
Theresa Nott

Minutes

Motion of Jay Mullin to Accept the January 23rd Minutes as printed.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin to Accept the January 30th Minutes as printed.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Bob Aicardi from the Braintree Forum was not present at last Monday night's meeting and asks for an update. Bob Kimball gives an update on his Motion of last week. He states that he made a Motion to increase budgets by 2% as opposed to the original .6% increase. This was for the whole budget and not just for Personnel.

Emmanuel Ofuokwu states that he would like the Committee to review a budget based on the 2% increase for an example. He asks the Committee to look at Budget 175 Planning. He states that the 2% increase should be from FY06 approved. Gene O'Neill states that the process is complicated. He states that you have to give a 2% increase to personnel for FY06. Then you give a 2% increase on the adjusted number. He states that he and Emmanuel met with Peter Lapolla to review the Planning budget. Peter did not want to make a commitment to cuts unless he was certain. He states that they gave Peter a dollar figure for the adjusted number and he will then have to say where he will make cuts. Gene O'Neill advises the committee to take the FY06 number and give a 2% increase to personnel (for 2% pay raise) and then get the new number for FY06 and then give a 2% increase of total budget for new number.

Bob Olson states that the Police and Schools are the only ones that include the contracts.

Brian Connolly, the Finance Director, states that when the departments had their budget meeting last week the departments went with a 3.5% increase. Gail Feldman does not like the conflicting budgets with the Board of Selectmen and the Finance Committee. She thinks that this is wrong. Brian Connolly thought that the Finance Committee did a budget and the Board of Selectmen did a budget for Town Meeting. Sandie Baler Segal states that this is the first year that the Board of Selectmen have come out with their own budget numbers. Bob Olson states that it has always been the role of the Finance Committee to review budgets. He states that the Finance Committee's budget recommendations will be the ones that are presented at Town Meeting. The Board of Selectmen have no control over all the budgets.

Bob Olson asks how the Finance Committee can recommend a 2% increase to personnel for FY06 when contracts have not been approved. Bob Kimball states that the Finance Committee would recommend the 2% increase for FY06.

Gene O'Neill thinks that the Finance Committee should vote the 3.5% increase and then come up with the number for a 2% increase.

Bob Kimball states that the predicament is if the Finance Committee wants to cut capital. If we cut capital budget we may be closer to recommendations of the Board of Selectmen. He still thinks that the town will face a shortfall.

Jay Mullin states that the Finance Committee needs to get to press on or around April 1st. He states that the Committee is under the gun on how much time we have left.

Sandie Baler Segal states that she will need to hold off on treasurer budget to review numbers as discussed in tonight's meeting.

Trust Fund Commission – Department 164

Gail Feldman states that this is a three member board. The amount requested would be the same number as last year.

Motion by Gail Feldman for favorable action on \$600.00 for Part Time Clerical.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Gail Felman for favorable action on \$5,180 for General Expenses.

Second Bob Kimball

Discussion: Gail Feldman states that there are over \$5 million in funds. They are for specific things such as Peterson Pool, School Books, etc. The list of trust funds is published in Town Report.

VOTE: Unanimous. APPROVED.

Motion by Gail Feldman for favorable action on \$5,780 for Total Department Budget for Trust Fund Commission.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

DEBT RETIREMENT - Department 710

Motion by Jay Mullin for favorable action on \$1,365,000 (rounded off per accounting request) for Department 710 – Debt Retirement.

Discussion: Bob Kimball does not think this number is accurate. The MWRA should be with Water Enterprise Account.

Motion by Gene O'Neill to Table Department 710

Second Bob Kimball

Discussion: The Finance Committee would like a list of physical payments in FY06. They would like to know what was paid in FY05 and what is anticipated in FY07. The numbers show that something was paid off. They would like to know what that was.

VOTE: Unanimous. APPROVED.

Sandie Baler Segal wants to take the tax collector budget and go over the numbers. Her numbers do not look right to her. The Committee reviews tax collector budget. Gene O'Neill states that the Committee needs to dig in and go line item by line item for each person in Personnel. There are longevity payments also to factor in. Sandie Baler Segal states that Ted Langill should send emails to department heads to discuss how numbers are figured.

Motion by Jay Mullin to Remove Department 710 from Table.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Brian Connolly, Finance Director, reviews spreadsheet on Debt Retirement – Department 710. The last payment on the school design project was made in FY06. In FY07 that amount is not there. The difference is the number that came off in school design.

On Motion by Jay Mullin for favorable action on \$1,365,000 for Debt Retirement.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Brian Connolly states that town has not borrowed money yet for Roads/School Bonds for \$700,000. Discussion on why the treasurer has waited to borrow the money. Brian Connolly will ask the treasurer what was the rationale behind this and get back to Finance Committee.

Interest on Debt – Department 751

Motion by Jay Mullin for favorable action on \$252,000 for Department 751.

Second Alan Flowers

Discussion: Brian Connolly states that this is only for long term interest.

VOTE: Unanimous. APPROVED.

Interest Short Term – Department 752

Motion by Jay Mullin for favorable action on \$175,000 for Interest – Short Term – Department 752.

Discussion: Brian Connolly states that he spoke with Eric Kinsherf and the \$7,000 number is incorrect. They are requesting \$175,000 for this budget. Bob Kimball asks if the Committee should anticipate borrowing \$700,000 for roads. He states that schools already got their \$700,000. Brian Connolly does not see a plan in place for roads to execute it at this time. Gene O'Neill wants to table this Department. He would like an idea of where DPW stands on how much they bonded, anticipated, etc. Brian Connolly states that he will get a project status that coincides with the borrowing.

Motion by Gene O'Neill to Table Department 752.

Second Bob Kimball

VOTE: Unanimous. APPROVED

Other Business

Jay Mullin asks the Committee when they want to schedule the Warrant Hearing for the Annual Town Meeting. He states that there are 49 Articles for Annual Town Meeting. Some Articles are just housekeeping. There is also a Special Town Meeting that is going to open and close soon. He hears that there are a lot of line item transfers.

Motion by Bob Kimball to Schedule the Warrant Hearing for the Annual Town Meeting for February 27th at 7:00 p.m.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Reserve Fund Requests

Department of Public Works – Part Time Clerical

Current Balance: \$0/Amount Requested \$2,700.

Motion by Jay Mullin for favorable action on \$2,700 for DPW – Part Time Clerical.

Second Bob Kimball (for discussion)

Discussion: They are requesting this amount to pay for recording secretary. They had \$1,200 budgeted for this.

Motion by Bob Kimball to Table for Further Information.

Second Emmanuel Ofuokwu

Discussion: They had \$1,200 budgeted and are now requesting an additional \$2,700.

Bob Olson states that they have already double spent on their budget. Thinks this deserves an explanation.

VOTE: Unanimous. APPROVED.

Motion is made and seconded to adjourn meeting at 8:30 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
FEBRUARY 13, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Emmanuel Ofuokwu
Chris Dawley
Christine Cunningham
Bob Olson
Gene O'Neill

Others In Attendance

Brian Connolly Finance Director
Ann Marie Newell, Recording Secretary
Donna Fabiano, Town Clerk
Peter LaPolla, Planning/Conservation
Tom Whalen, Water & Sewer
Steve O'Brien, Highway Dept.

Not Present

Sandie Baler Segal
Theresa Nott
Gail Feldman
Alan Flowers

Town Clerk – Budget 161

Donna Fabiano, Town Clerk is present to answer any questions regarding Town Clerk Budget. Christine Cunningham presents budget to Finance Committee.

Motion by Christine Cunningham for favorable action on \$133,660 for Personnel Services.

Second Jay Mullin

Discussion: Christine Cunningham states that this includes the step increases but no salary increase. Ted Langill states that there is some confusion over step increases.

Ted Langill states that contracts will come forward again at the Special Town Meeting and numbers can be adjusted for the Annual Town Meeting. There is [expected to be] an article in the Special Town Meeting for AFSCME and BPMA contracts.

Ted Langill states that before the Finance Committee votes on budgets individually they need to decide if they are going to [create a budget scenario for the] 2% for FY06 and 3.5% for FY07 [raises being proposed again and/or] have two sets of numbers? He states that the Finance Committee could go with an Option A and Option B. Ted Langill states that Blue Hills is looking at a 20% total increase for FY07. He states that there was a significant 10% increase in enrollment for Braintree.

Motion by Bob Kimball that the Finance Committee recommend we carry two figures in book for town meeting - one being a level service budget without raises and one being a level service budget with a 2% raise for FY06 and a 3.5 % raise for FY07.

Second Gene O'Neill

Discussion: Bob Kimball states that if Finance Committee does need to make cuts it will come down to the three big budgets. He thinks that the numbers are close. Ted Langill states that there is a commitment by the Board of Selectmen to make the trash collection self sufficient.

VOTE: Unanimous. APPROVED.

On the Motion by Christine Cunningham for \$133,660 for Personnel Services – Option A (Without Raises).

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$141,106 for Personnel Services – Option B (With 2% and 3.5% raises).

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$6,215 for General Expenses.

Second Jay Mullin

Discussion: Bob Kimball asks if town bylaws are on town website. Donna Fabiano states that there was not enough money in budget to have this done. If someone wants a copy of town bylaws they can go to the Town Clerk's Office and purchase a copy for \$20.00.

VOTE: 6 YES/ 1 NO. (B. Kimball). APPROVED.

Motion by Christine Cunningham for favorable action on \$139,875 for Option A – Without Raises.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$147,321 for Option B – With Raises of 2% and 3.5%.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Elections – Department 162

Motion by Christine Cunningham for favorable action on \$28,000 for Personnel Services.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$11,925 for General Expenses.

Second Bob Olson

Discussion: Christine Cunningham states that this could increase by an additional \$12,000 for voter equipment. The state would pay the federal and state usage for

equipment and the town may be responsible for the local elections. This would be approximately \$1,000 a machine for a total of 12 machines. Donna Fabiano states that the town would not have to pay for the machines but they would have to pay for the coding for each election. This equipment would be used by any handicap resident who is blind. It allows them to vote independently without having to have someone come in the voting booth with them.

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$39,925 for Department Total for Elections.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

In Reviewing Budgets:

OPTION A – *Without Raises*

OPTION B – *With Raises of 2% and 3.5%*

Registration – Department 163

Motion by Christine Cunningham for favorable action on \$49,844 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED

Motion by Christine Cunningham for favorable action on \$52,523 for Personnel Service – Option B.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$10,250 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$60,094 for Department Total – Option A.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Christine Cunningham for favorable action on \$62,773 for Department Total – Option B.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Reserve Funds

Highway Department – Leaf Mulch Expenses

Current Balance: \$13,273/Amount Requested: \$3,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$3,000 for Highway Department – Leaf Mulch.

Second Bob Olson

Discussion: Steve O'Brien from the Highway Department is present to discuss reserve fund request. He states that this money is needed to continue maintenance of site. There is 4400 yards of brush at site (Christmas Trees). The Cook Company is coming in to grind it. They have given an estimate of \$14,000. The remaining money would be used for gravel in the Spring to help with mud problems at site. Ted Langill states that there is approximately a \$108,000 reserve fund balance.

VOTE: Unanimous. APPROVED.

Highway Department – Heating/Fuel

Current Balance: \$5,816/Amount Requested: \$10,000

Motion by Jay Mullin for favorable action on reserve fund transfer of \$10,000 from Energy Reserve Fund to Highway Department – Heating/Fuel.

Second Bob Olson

Discussion: They are hoping this will get them to the end of June. Steve O'Brien states that the Highway Department is doing all they can to conserve energy. They have put all new windows in building.

VOTE: Unanimous. APPROVED.

Gene O'Neill asks Brian Connolly to take a poll on how other departments are doing with their heating/fuel accounts. Kevin Flynn, Town Accountant gave Ted Langill a copy of Schedule 118's (All Utilities) to see what town is looking at.

Highway Department – Outside Motor Vehicle Repair

Current Balance: \$495.04/Amount Requested: \$20,000

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$20,000 for Highway – Outside Motor Vehicle Repairs.

Second Bob Olson

Discussion: This is needed for repairs and maintenance of equipment to keep vehicles operating. Steve O'Brien states that they have put over \$20,000 in old sweeper that has a value of approximately \$10,000. He states that they have good preventive maintenance but equipment is falling apart around them. The Account started with \$105,000 (Last Year \$102,000). They have already spent \$100,000 this year. He states that parts go up 5% each year. The Highway Department prioritizes capital needs every year. They have a five year plan that they are falling behind on. He states that right now they have 7 trucks broken.

VOTE: Unanimous. APPROVED.

Highway Department – Unleaded/Diesel Fuel

Current Balance: \$9,866/Amount Requested: \$30,000

Motion by Jay Mullin for favorable action on an energy reserve fund transfer of \$30,000 to Highway – Unleaded/Diesel Fuel.

Second Bob Olson (for discussion)

Discussion: Gene O'Neill is concerned that the Finance Committee may be giving out \$40,000 to one department without knowing what other departments look like. He would like to know what is needed to get them through the end of March and then reevaluate.

Motion by Gene O'Neill to Amend Amount of energy reserve fund transfer to \$10,000.

Second Emmanuel Ofuokwu

Discussion: Gene O'Neill states that if they need more they can come back. Bob Kimball thinks too short. He would rather go to \$20,000 to give them more of a shot to get to the end of fiscal year. He thinks this would be a more realistic number. Steve O'Brien states that the current balance of \$9,866 was from February 6th (before the snow storm).

Motion by Bob Kimball to Amend Amendment to \$20,000.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

On Motion as Amended for favorable action on \$20,000 for energy reserve fund transfer to Highway – Unleaded/Diesel Fuel.

VOTE: Unanimous. APPROVED.

Conservation – Department 171

Peter LaPolla is present at Meeting to discuss Conservation & Planning Budgets. Gene O'Neill presents the Conservation Budget.

Motion by Gene O'Neill for favorable action on \$126,648 for Personnel Service – Option A.

Second Emmanuel Ofuokwu

Discussion: Gene O'Neill states that salaries are split 50/50 (50% to Planning and 50% to Conservation). This is consistent with all employees.

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$133,463 for Personnel Service – Option B.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

**Motion by Gene O'Neill for favorable action on \$2,185 for General Expenses.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$1,500 for Mileage.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.
Motion by Gene O'Neill for favorable action on \$130,333 for Option A Total
Budget.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$137,148 for Option B Total
Budget.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

PLANNING – Department 175

Gene O'Neill states that the Planning Board brings revenue to town. The Planning Department charges for department to review building unit plans. On a good year this can bring in an excess of \$100,000.

**Motion by Gene O'Neill for favorable action on \$126,788 for Personnel Service –
Option A.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$133,603 for Personnel Service –
Option B.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$3,800 for General Expenses.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$400 for Professional Services.
Second Emmanuel Ofuokwu
Discussion: This would be for consultants.
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$1,500 for Mileage.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

Motion by Gene O'Neill for favorable action on \$132,488 for Option A Total Budget.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$139,303 for Option B Total Budget.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Town Report – Department 195

Motion by Christine Cunningham for favorable action on \$4,000 for Town Report.

Second Jay Mullin

Discussion: This is the legal minimum amount we are paying for this.

VOTE: Unanimous. APPROVED.

FY07 Revenue Updates

Ted Langill states that trash fee [cost and revenue] numbers [should be] a wash.

Ted Langill has distributed a new updated schedule for budget reviews. There is a tentative date of March 6th for Warrant Hearing for Special Town Meeting.

Motion is made and seconded to adjourn meeting at 8:40 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
FEBRUARY 22, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Gene O'Neill
Chris Dawley
Christine Cunningham
Gail Feldman
Alan Flowers
Sandie Baler Segal

Others In Attendance

Brian Connolly Finance Director
Suy Kay, Interim Executive Secretary
Kevin Flynn, Town Accountant
Mike Steen, MIS

Not Present

Theresa Nott
Bob Olson
Emmanuel Ofuokwu

Finance – Budget 133

Motion by Sandie Baler Segal for favorable action on \$86,360 for Personnel Service.

Second Alan Flowers

Discussion: Ted Langill states that the 2% has already been approved for non BPMA.
The 2% would be \$83,452.

Motion by Sandie Baler Segal for favorable action on \$83,452 for Personnel Services –
Option A (without raises).

Second Alan Flowers

Discussion: This is for department head salary. This is a C step. This is a budget that
includes 2% based on town meeting vote.

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$86,373 for Personnel Service –
Option B (with raises).

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Brian Connolly requests an additional \$500 in dues memberships subscriptions and \$200
in office supplies.

Motion by Sandie Baler Segal for an additional \$200 under office supplies and an additional \$500 for dues, memberships, and subscriptions for a General Expense total of \$700.00.

Second Alan Flowers

VOTE: 6 yes/2 no. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$84,152 for Department Total - Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED

Motion by Sandie Baler Segal for favorable action on \$87,073 for Department Total – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Selectmen – Budget 122

Susan Kay, Interim Executive Secretary distributes materials regarding Selectmen Budget. This is basically the same budget with some minor changes in Personnel Service.

Motion by Sandie Baler Segal for favorable action on \$217,881 for Personnel Service – Option A.

Second Alan Flowers

VOTE: Unanimous. APPROVED

Motion by Sandie Baler Segal for favorable action on \$6,250 for General Expenses.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$225,899 for Personnel Service – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$800 for Mileage.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$224,931 for Department Total – Option A.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$232,949 for Department Total – Option B.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Accounting – Department 135

Motion by Chris Dawley for favorable action on \$197,698 for Personnel Service - Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED

Motion by Chris Dawley for favorable action on \$208,448 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$3,265 for General Expenses.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$1,000 for Data Processing.

Second Alan Flowers

VOTE: Unanimous. APPROVED

Motion by Chris Dawley for favorable action on \$201,963 for Department Total – Option A.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$212,713 for Department Total – Option B.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Law – Budget 151

Motion by Bob Kimball for favorable action on \$42,694 for Personnel Services – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$44,189 for Personnel Services – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$4,300 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$245,150 for Legal Services.

Second Jay Mullin

Discussion: Bob Kimball states that this is the same contract as in previous years.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$291,149 (subject to math) for a Department Total – Option A.

Second: Jay Mullin

VOTE: Unanimous. APPROVED

Motion by Bob Kimball for favorable action on \$293,639 (subject to match) for a Department Total – Option B.

Second: Jay Mullin

VOTE: Unanimous. APPROVED

MIS – Department 155

Motion by Chris Dawley for favorable action on \$65,156 for Personnel Services.- Option A.

Second: Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$68,785 for Personnel Services – Option B.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$700 for General Expenses.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$39,793 for Data Processing Expense.

Second Sandie Baler Segal

Discussion: This is an article.

VOTE: 7 YES/1 NO (B.Kimball). APPROVED

Motion by Chris Dawley for favorable action on \$200 for Mileage/Transportation.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$3,650 for Operation Expenses.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$109,499 (subject to math) for
Department Total – Option A.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.

Motion by Chris Dawley for favorable action on \$113,128 (subject to math) for
Department Total – Option B.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.

General Government – Department 159

Motion by Sandie Baler Segal for favorable action on \$131,100 for General Expense
Total and Department Total for Department 159.
Second Jay Mullin
VOTE: Unanimous. APPROVED

Town Hall Maintenance – Department 192

Motion by Sandie Baler Segal for favorable action on \$84,161 for Personnel Services –
Option A.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$88,195 (subject to math) for
Personnel Services – Option B.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$42,300 for General Expenses.
Second Bob Kimball
VOTE: Unanimous. APPROVED

Motion by Sandie Baler Segal for favorable action on \$77,822.70 for Utilities.
Second Bob Kimball
Discussion: Ted Langill states that this is where the split is 60/40.
VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$204,285 for Department Total – Option A.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$208,319 for Department Total – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Reserve Fund Transfers

Veterans – Part Time Other

Current Balance: \$0/Amount Requested: \$10,455

Motion Jay Mullin for favorable action on a Reserve Fund Transfer of \$10,455 for Veterans – Part Time Other.

Second Bob Kimball

Discussion: This is to fill in for department head who is presently out ill. This is for an M13A at 3 days a week for 90 days. We are required by law to have someone in this position.

VOTE: 7 yes/1 no. APPROVED

Town Clerk – Elections/Printing Forms

Current Balance: \$3,500/Amount Requested \$1,708.00

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$1,708 for Town Clerk – Elections/Printing Forms

Second Bob Kimball

Discussion: This is to cover the unexpected costs of printing the ballot for Annual Town Election. The addition of two questions added to the ballot cause the ballot to be two sided.

Zoning Board of Appeals – Advisory Board

Motion by Bob Kimball to Remove from Table the Reserve Fund Request from the Zoning Board of Appeals Advisory Board

Second Gene O'Neill

Discussion: Ted Langill states that this was a \$2,700 request for a recording secretary for the ZBA Advisory Board. Ted spoke with Recording Secretary today. She had started back in August. She stated that from August through December this position was paid for through various line items. The recording secretary continues to meet up to two times a month. The amount in budget was only \$1,200. They are requesting another \$2,700 which would take them through the end of the year. The Recording Secretary has not been paid for December, January & February.

VOTE: 7 YES/1 NO. APPROVED

Reserve Fund Request

Cemetery – Foreman

Current Balance \$21,715.42/\$6,025.00

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$6,025 for Cemetery – Foreman.

Second: Gene O'Neill

Discussion: This is to pay additional vacation days and sick days as the result of a retirement.

Motion by Bob Kimball to Table Reserve Fund Transfer

No Second

On Motion for Reserve Fund Transfer of \$6,025 for Cemetery – Foreman

VOTE: 7 yes/1 no B. Kimball. APPROVED.

Motion is made and seconded to adjourn meeting.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell

Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
FEBRUARY 26, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Chris Dawley
Alan Flowers
Gail Feldman
Bob Olson
Gene O'Neill

Others In Attendance

Ann Marie Newell, Recording Secretary
Dr. Peter Kurzberg, Supt. Schools
School Committee Members:
David Cunningham, Karen Whitney
Kathy Maguire, Maureen Clark
Kathy Prioli, Sean Powers
Peter Kress, Business Mgr. Schools
Recording Secretary Schools
Sarah Sawyer, League of Women Voters
Tom Whalen, DPW
Ken Rock, Supt. Blue Hill Regional
Joe Chicolo, Asst. Supt./Principal Blue Hill
John McFadden, Business Mgr. Blue Hills
Gene Master, Blue Hills

Not Present

Christine Cuningham
Theresa Nott
Emmanuel Ofuokwu

Warrant

**Motion by Jay Mullin to Open Warrant Hearing for the Annual Town Meeting.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.**

**Motion by Jay Mullin to Recess the Annual Town Meeting Warrant Hearing.
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.**

The School Committee Meeting is called to order. Dr. Peter Kurzberg, Superintendent of Schools is present at meeting to discuss the FY-2007 School Budget. Dr. Kurzberg distributes a packet of information including a copy of the Summary of Changes for FY2007 Budget and Draft Budget Projection for Personnel Increases in FY07. Dr. Kurzberg reviews the Summary of Changes for FY07. There is an increase under personnel costs of \$754,782. This is due to contractual obligations and step increases. There is an increase in Materials of \$365,720. They have increased Instructional Materials/Textbooks by \$200,000. This \$200,000 is needed to help purchase essential materials. There is an increase of \$415,546 for Supportive Services. This is due to contractual obligations. They have increased substitutes (para-educators) by \$15,000.

Most para professionals are in special needs department and it is critical to have substitute replacements in their absence. Some para professionals work one on one with students.

Overall there is an increase of \$1,536,048 (a 3.92% increase). Dr. Kurzberg states that this is still below a level service budget. He states that enrollment is increasing and continuing to increase. This has a tremendous impact on space and class sizes. Dr. Kurzberg states that if the School Department submits numbers based on the Finance Committee's recommended increase it would total \$783,933 (a difference of \$752,115). If an adjustment was needed, it could be the reduction of 17 positions.

Dr. Kurzberg gives a brief overview of the major changes in the school budget. He reviews with the Finance Committee what the schools need:

At the Elementary Level – Dr. Kurzberg states that some class sizes at the Elementary Level are too high. There are 23/24 students projected in the 2nd grade classes at Highlands. This number is too high. They recommend hiring a second grade teacher at the Highlands. He states that the Highlands and Liberty share 1 Remedial Reading/1 Remedial Math. He would like to have one for each building. He states that due to large class sizes, Morrison needs a 1st Grade teacher. The Hollis School needs a 1st Grade teacher and 2nd grade teacher. The Hollis has the language based program. Special Needs students are integrated into the classes. The numbers at Hollis are too high. There are 23 students projected at the 1st grade level and 24/25 at the 2nd Grade level. The Ross school needs a 3rd grade teacher due to projected class sizes of 27/28 and a ½ Kindergarten teacher due to large class sizes.

Middle Schools

A Remedial Reading/Remedial Math for East and a Remedial Reading/Remedial Math for South. They are asking for no staff at the Middle Schools except for the Remedial Reading/Math.

High School

Dr. Kurzberg states that Braintree lost 15 teachers two years ago. He states that some class sizes are outrageous. There are science classes with over 30 students. He states that this is an area where the Accreditation Bureau states that Braintree needs improvement. A report must be submitted in October to the New England Association of Schools & Colleges discussing what Braintree Schools are doing to help with class sizes. Dr. Kurzberg does not want to put the High School Accreditation at stake. The Finance Committee reviews documents submitted by Dr. Kurzberg showing class sizes now and class sizes with additional increase in teachers. At the High School Level, they need an additional 2 Science, 2 Social Studies, 1 Math and 1 Foreign Language Teacher.

Dr. Kurzberg discusses savings in Energy costs. He distributes a copy of Braintree's Energy Cap Cost Avoidance Program. He states that over the course of 6

years, the Braintree Schools have saved approximately \$1.9 million in energy savings.

Dr. Kurzberg states that the State Average for Per Pupil Spending is \$9,049. A copy of the Preliminary Per Pupil Expenditures by Program is reviewed. Dr. Kurzberg states that under the Summary All Day line item in 2002/2003 Braintree spent \$8,351. In 2003/2004 Braintree spent \$7,895. The new figure for Braintree's 2004/2005 per pupil cost spending is \$7,847. This is \$1,200 below the state average on per pupil spending. This is not as good as it was a few years ago. He states that this is going in the wrong direction. He states that the Patriot Ledger recently published a summary of the average property taxes in 48 surrounding communities. He states that Braintree ranked 40 out of the 48. The taxes in Braintree are very low.

Dr. Kurzberg states that the \$1,536,048 (3.92%) increase is needed for essential services for the students in Braintree. He states that this is not a wish list. These are essential services.

Ted Langill states that the Finance Committee has voted to recommend funding budgets at the FY06 levels. This would mean fully funding the initial request of \$1,536,048 for the schools. This is due to the increase in Local Aid & Education numbers.

Alan Flowers thanks Dr. Kurzberg for his presentation. He states that unfortunately there is no additional money to give to the schools for additional funding at this time. If there was additional money, he would vote in favor of increasing teacher positions. He asks Dr. Kurzberg to discuss the school's capital needs. Dr. Kurzberg distributes updated Capital 5 Year Plan. Dr. Kurzberg states that they have replaced about 1/3 of the roof at the Braintree High School. It will cost about \$1 million for the remaining 2/3. He states that the town will need to invest about \$200,000 in technology a year to keep it going.

Gene O'Neil asks about the Retired Teachers Assessment. He would like to know the impact on the FY07 Budget. Dr. Kurzberg does not have numbers with him. He states that the town picks up 90% of health care costs for retirees. The 90% figure is town adopted. About 40 or 50 communities are in this State Retirement System program. Dr. Kurzberg states that there are approximately 17 individuals retiring this year.

Gene O'Neill asks if they have spent any of the \$700,000 capital money. Dr. Kurzberg states that the money has been spent minus the \$700,000 for additions at the Liberty and Flaherty Schools. They have gone out to bid on the two projects.

Bob Kimball compares the Braintree Schools to a 40 million dollar business. He states that to have a per student number stay the same is remarkable. He wants to give the schools at minimum \$1.5 million. He thinks that the Schools have shown a good need for funding. He states that the \$2 million savings in energy over the last six years is also remarkable. He states that the School Committee and Schools have done an incredible job and he hopes that the Finance Committee will support the schools. Gail Feldman agrees with Bob Kimball and hopes that if there is any additional money, it can be used to help the schools.

Dr. Kurzberg states that as of today, projections are that they will be ok for energy budget and will stay within the amount budgeted. Dr. Kurzberg states that the schools have not come to the Finance Committee in years for a reserve fund requests.

Ted Langill asks Dr. Kurzberg to prioritize the schools additional requests. Dr. Kurzberg states that as much as he doesn't want to see large class sized in the elementary schools, he would like to start with 6 positions at the High School. He does not want to jeopardize the accreditation. He states that there is a need to address accreditation.

Sandie Baler Segal has a real concern with the \$200,000 amount for materials. She states that this is a very small amount for materials. Thinks this is a very low number for that line item. She is also concerned with class sizes.

Alan Flowers distributes a comparison of towns the same size as Braintree for per student spending. He states that out of 50 communities, Braintree is in the middle at 26.

Maureen Clark, School Committee Member, is present and speaks at Finance Committee Meeting. Ms. Clark states that Braintree is heading down a slippery slope. She thinks that the town needs to step up to the plate.

Ted Langill thanks the Superintendent and School Committee Members for their presentation. The Finance Committee goes into Recess at 8:30 p.m.

Blue Hill Regional Vocational School

Ken Rock, Superintendent of Blue Hill Regional Vocational School is present at the Finance Committee Meeting to give a presentation on FY07 budget for Blue Hills. Mr. Rock introduces the other Blue Hill Members. Mr. Rock states that he is retiring this September. Joe Chicolo, the Assistant Superintendent and Principal of Blue Hills will be the new Superintendent. He is also a resident of Braintree.

Mr. Rock distributes a copy of the FY07 Preliminary Budget – Providing a Safe and Effective Environment for Technical Education. Blue Hill's FY07 Budget includes capital needs. Gene Master states that the School Building is 40 years old and the roof is failing. Blue Hill Regional's Five Year Capital Plan would include: fixing the roof, repairing or replacing exterior stairwell, replace aging electrical panels, repairing parking lots and roads, etc. Blue Hill Regional proposes two different financing options. Option # would be Pay as we Go. This would be a one year bump in assessments. The second option would be for bonding. This would require the approval of nine towns.

The second packet of information is the FY07 Preliminary Budget Recommendations. Mr. McFadden states that there are 200 students attending Blue Hill Regional from Braintree. Enrollment is up 7% this year and 5% next year. Braintree's enrollment is up 11.5%. They need to restore positions. They need five positions but are asking for 3 positions (1 carpenter position, 1 technical position and 1 English position). He states

that there are a lot of fixed expenses that are driving this budget. He also states that Blue Hills Regional is no longer taking out of district students which is eliminating a source of outside district revenue.

Braintree's Assessment is up 20.68%. The total FY07 Budget for Braintree is \$1,787,694.

Ken Rock discusses attached Position Paper on State Funding for Regional Technical Schools. Mr. Rock states that the formula is so complex that no one understands it. Mr. Rock states that Braintree's enrollment is up 11 ½%. Braintree is not being disadvantaged by the formula.

Bob Kimball agrees that the capital projects need to be done – especially the roof. If the roof leaks, equipment will be damaged, air quality, mold, etc. He states that it is hard for Braintree to meet the needs of Blue Hills Regional's 20% increase. Matt Sisk, Braintree's School Representative at Blue Hills states that he agrees that the Capital needs to be taken care of. He states that the roof is in terrible shape. He states that the students of Braintree get a good education at Blue Hills Regional. The 20% includes the \$600,000 requested for capital.

Ted Langill thanks Blue Hills for their presentation. Superintendent Rock states that he would be happy to meet with the Finance Committee again if helpful.

Water & Sewer Reserve Fund Requests

Water & Sewer Department – Clerical Overtime
Current Balance: \$355.04/Amount Requested: \$10,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$10,000 from Water & Sewer Reserve to Water & Sewer – Clerical Overtime Account.

Second Bob Olson

Discussion: Tom Whalen states that reserve fund transfer is needed due to the extra work in trash collection and shortage in the office. They have \$150,000 in their reserve. They have not used it so far. Mr. Whalen states that there is not enough staff in the building to do what needs to be done. He states that Water & Sewer Personnel have been helping out with the trash collection. Mr. Whalen does not like the trash on top of the water & sewer business. Mr. Whalen thinks this is ridiculous. There are over 9,000 customers on trash system. He states trash collection bills inundated the office. The computer system now includes trash and water & sewer billing. He states that there is one full time person to handle trash collection. The trash collection puts a great burden on the Water & Sewer Department. They ran about \$500 to \$600 a week in overtime to get the trash collection under control. This set back Water & Sewer personnel from doing their own work. The overtime for Water & Sewer business is down to \$0. They used all their overtime money for trash. He states that trash is on the tax levy and they are using enterprise money for overtime for clerical. This additional money will help them get through until June. They are caught up now with the trash collection and now need water & sewer overtime

money.

VOTE: Unanimous. APPROVED.

Water & Sewer Department – New Meters

Amount Requested: 30,000

Motion by Jay Mullin for favorable action on a Water & Sewer Reserve Fund Transfer to Water & Sewer - New Meters.

Second Alan Flowers

Discussion: Mr. Whalen states that this is needed for upgrading meter reading systems. They have put in a lot more meters and have replaced old meters. They have upgraded about 5-6% of meters in Braintree to date. There are 49 routes in town. They want to begin replacing one route a year and then pick up the pace and upgrade all meters. They would eventually like to make a capital project of it.

VOTE: Unanimous. APPROVED

Department of Public Works – Part Time Clerical

Current Balance: \$0/Amount Requested \$2,700

Motion by Jay Mullin for favorable action \$2,700 for DPW – Part Time Clerical

Second Alan Flowers

Discussion: There is no funds in Part Time Clerical Account to pay for DPW Advisory Meetings. Ted Langill states that this was brought up two weeks ago. This reserve is all set.

Motion by Jay Mullin to Remove from Recess the Annual Town Meeting Warrant.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Jay Mullin reads the Warrant.

Motion by Jay Mullin to Close the Public Warrant Hearing for the Annual Town Meeting.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 10:30 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MARCH 6, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Christine Cunningham
Alan Flowers
Gail Feldman
Bob Olson

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Sandra Pickett, Personnel Director

Not Present

Chris Dawley
Theresa Nott
Emmanuel Ofuokwu
Gene O'Neill

Minutes

Motion by Jay Mullin to Approve the February 6, 2006 Minutes as Printed.

Second Bob Olson

VOTE: Unanimous. Approved.

Motion by Jay Mullin to Approve the February 13, 2006 Minutes as Printed.

Second Bob Olson

VOTE: Unanimous. Approved.

Motion by Jay Mullin to Approve the February 26, 2006 Minutes as Printed.

Second Bob Olson

Discussion: Bob Kimball states the date for Minutes should be February 27th.

Motion by Jay Mullin to Approve the February 27, 2006 Minutes as Printed.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Personnel – Department 152

Motion by Bob Olson for favorable action on \$316,119 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. Approved.

Motion by Bob Olson for favorable action on \$328,344 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$8,700 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$4,350 for Data Processing.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$3,800 for Labor Relations

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$100 for Mileage.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$333,069 for Department Total – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$345,294 for Department Total - Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Employee Benefits – Department 912

Motion by Bob Olson for favorable action on \$6,971,015 for Department Total.

Second Jay Mullin

Discussion: Brian Connolly will be meeting with the health insurance advisor in the near future. Brian Connolly states that he has been told to expect a 10 or 11% increase. He feels more comfortable going with the 11% increase. Gail Feldman asks if the Committee should hold off on voting this until we have an exact %. Jay Mullin states that Finance Committee will need to go to press by the time we have figures from Health Advisor. Ted Langill thinks it is realistic to use these numbers now. He states that the Finance Committee can go back and revise numbers if there is a change.

VOTE: Unanimous. APPROVED.

Street Lighting – Department 424

Motion by Jay Mullin for favorable action for \$297,400 for Street Lighting – Budget 424.

Second Bob Olson

Discussion: The Board of Selectmen met with the Light Commissioners and it was agreed to continue previous contract. This contract has an annual increase of \$15,000. Jay Mullin states that we can expect other costs to remain the same. Bob Kimball states that last year he thought there was an Article for \$15,000 for Street Lighting Maintenance.

Motion by Bob Kimball to Table Street Lighting – Department 424

Second Alan Flowers

Discussion: Bob Kimball states that he thought there was an Article last year for Street Lighting Maintenance. He states that it is in budget and also in Article. Would like more information.

VOTE: 6 YES/1 NO. (J. Mullin). APPROVED.

Ted Langill states that not prepared for Waste Disposal/Waste Collection. There is a Proposal regarding revamping the DPW Reorganization. The Board of Selectmen will meet with the Finance Committee to discuss this once it has been approved.

Recycling – Budget 433

Motion by Bob Olson for favorable action on \$13,600 for Labor/Custodians.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$2,665 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on \$16,265 for Department Total.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Ted Langill distributes a copy of the Schedule and Assignments for Annual Town Meeting Warrant Review .

Article 45

Motion by Bob Kimball to I.P. Article 45 Under the Annual Town Meeting.

Second Bob Olson

Discussion: Police Officer is out on sick leave. There has been an agreement between the officer, police department and retirement board. This individual will be taking retirement.

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 7:45 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MARCH 8, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Christine Cunningham
Chris Dawley
Alan Flowers
Gail Feldman
Bob Olson
Gene O'Neill

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Paul Frazier, Police Chief:
Deputy McCue
Deputy Jenkins
Paul McSoley, P.D. Business Manager
Robert Aicardi, Braintree Forum
Sue Kay, Interim Executive Secretary

Not Present

Sandie Baler Segal
Theresa Nott
Emmanuel Ofuokwu

Police – Department 210

Bob Kimball and Gail Feldman met with the Police Department. This budget is a level service budget. There has been some increase in the gasoline line item. Bob Kimball states that eight recruits have graduated from the Police Academy last week. There are three vacancies now. These vacancies are funded positions and they hope to fill them in July. They are three short of what is funded and ten down from what they had previously before cuts.

Chief Frazier gives a power point presentation. He states that it is a long process to get positions filled. They started last March to get new recruits and these recruits are just now graduating from the Academy. The recruits get their base pay once they start the police academy. They do their best to get the positions filled but it is a timely process.

Chief Frazier states that there has been an increase of 35% in motor vehicle enforcement on the streets. He states that there has been a decrease in motor vehicles injuries which he believes is due to strict motor vehicle enforcement. There were 935 arrests in 2005. He states that Braintree has the most arrests than any other community in the jurisdiction of the Quincy District Courts. He states that there has been an increase in drugs seized in Braintree in the last year. Chief Frazier states that there are 24 Level One Sex Offenders in Braintree, 25 Level 2 Offenders and there was 1 Level One Offender but he has moved out of state to Colorado. Mr. Frazier gives an overview of staffing levels and positions within his department.

Motion by Bob Kimball for favorable action on \$5,787,728 for Personnel Service – Option A.

Second Jay Mullin

Discussion: Patrolmen and Superior Officers got their 2 and 3 ½ % raises. The police chief, deputy chiefs and administrative personnel have not got their raises. Option A figure is number without the raises for the police chief/administrative positions. Chief Frazier states that there is one police officer at the high school. He states that this is not enough. They need one at the Middle School. He states that there is no DARE Program. Chief Frazier states that they are trying to be aggressive to stop the trouble at the South Shore Plaza. The Plaza has hired details for Friday/Saturday nights.

VOTE: Unanimous. APPROVED

Motion by Bob Kimball for favorable action on \$5,815,295 for Personnel – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$71,900 General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$147,500 for Utilities.

Second Jay Mullin

Discussion: The gasoline line item has been increased. Gene O'Neill asks about getting smaller vehicles for police department that would be better on gas. Chief Frazier states that officers need more room due to equipment and also for transport of individuals. He states that also like the comfort of bigger cars.

VOTE: Unanimous. APPROVED

Motion by Bob Kimball for favorable action on \$110,000 for Data Processing.

Second Jay Mullin

VOTE: Unanimous. APPROVED

Motion by Bob Kimball for favorable action on \$1,500 for Out of State Travel.

Second Jay Mullin

Discussion: This is for the Police Chief for conferences and also for picking prisoners up out of state.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$17,500 for Medical Payments.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$56,500 for Operation Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$76,525 for Uniforms.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$6,269,153 for Department Total – Option A.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$6,289,720 for Department Total – Option B.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Police Maintenance

Chief Frazier states that the Police Department Buildings are crumbling. They are in dreadful condition. The roof leaks and the communication center need to be replaced. The cost for a new communication center would be approximately \$250,000. The police department archived documents are stored in storage units in the parking lot that is covered by tarp to protect the records from water damage. Chief Frazier shows photo slides of the police department.

Motion by Bob Kimball for favorable action on \$55,328 for Personnel – Option A.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$58,242 for Personnel – Option B.
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$21,100 for General Expenses
Second Jay Mullin
VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$66,000 for Utilities.
Second Jay Mullin
Vote: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$142,428 for Department Total – Option A.
Second Jay Mullin
VOTEZ: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$145,342 for Department Total – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Animal Control

Motion by Bob Kimball for favorable action on \$41,184 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$43,396 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$5,850 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$2,500 for Motor Vehicle Expenses.

Second Jay Mullin

Discussion: Vehicle is in very bad shape and may need to be a capital request.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$4,300 for Utilities.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$56,046 for Department Total – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$53,834 for Department Total – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Reserve Fund Request

Police – Account Name/Overtime

Current Balance: \$29,620.55/Amount Requested: \$55,000

Motion by Jay Mullin for favorable action on a \$50,000 Reserve Fund Transfer to Police Department Overtime.

Second Bob Olson

Discussion: Based on the current rate, overtime will be depleted at the end of March. The \$50,000 will be returned to reserve fund at the Special Town Meeting in May. The \$50,000 will take the police department to town meeting. This will leave \$33,000 in reserve fund and \$90,000 in energy reserve. The \$50,000 will be returned through sworn personnel line item at the Special Town Meeting.

VOTE: Unanimous. APPROVED.

Harbormaster Budget – Department 212

Deputy McCue discusses the Harbormaster Budget. He states that this is not part of the police department budget but a police officer is the Harbormaster. This budget is less than level funded. The total budget is for \$5,000. The Harbormaster was offered a 47 foot boat by the Coast Guard but this was turned down because it was too big. They are still looking to get a boat from Coast Guard.

Motion by Bob Kimball for favorable action on \$350.00 for General Expenses.

Second Jay Mullin

Discussion: The money for this is coming from the Waterways account. Discussion on mooring fees. Fines will be given to anyone who has not paid their mooring fees.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$4,400 for Motor Vehicle Expenses.

Second Jay Mullin

Discussion: Chief Frazier states that no one from Homeland Security or anywhere else has ever approached the Chief on Harbormaster Responsibility within the police department. He does not think this is a police function in Braintree.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on \$250 for Uniforms.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for \$5,000 for Total Budget for Harbormaster from the Waterway Account.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Police Department Articles

Chief Frazier states that one of the Police Articles will more than likely be i.p.'d. Chief Frazier has not been before the Board on this year. Bob Kimball states that the Finance Committee will wait until the Board of Selectmen meet regarding Articles.

Street Lighting Budget

Sue Kay, Interim Executive Secretary, is present to discuss the Street Lighting Budget. There were some questions on this budget at a previous meeting.

Motion by Bob Kimball to Take Street Lighting Budget Off Table.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Sue Kay states that the \$15,000 is indeed within the FY06 Budget. The Article should be IP'd and funded in the Budget. It is a duplication.

On Motion for \$297,400 for Street Lighting Budget

Discussion: This includes the \$15,000 for traffic signal maintenance. This Motion was tabled at previous meeting.

VOTE: Unanimous. APPROVED.

ARTICLE 27

Motion by Bob Kimball to I.P. Article 27.

Second Jay Mullin

VOTE: Unanimous. Approved.

Motion made and seconded to adjourn meeting at 8:40 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MARCH 13, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Gene O'Neill
Alan Flowers

Others In Attendance

Ann Marie Newell, Recording Secretary
David Hinckley, Library Director
Jeff Kunz, Library Trustee
Bob Lake, Library Trustee
Harold Randolph, Library Trustee
Edith Weinberg, Library
Ann Toland, Library Trustee
Pat Pilgram, Library Trustee
Bob Galewski, Building Inspector
Marie George, Deputy Assessor

Not Present

Christine Cunningham
Emmanuel Ofuokwu
Bob Olson
Chris Dawley
Gail Feldman
Theresa Nott (removed from Committee)

Library – Department 610

Alan Flowers states that the Library budget is a level service budget. Dave Hinckley, Library Director, is present and gives presentation regarding Library. He states that there has been a steady increase in Library usage. He states that the Library provides an economic advantage to Braintree. The Library recently completed a five year plan which he distributes to the Finance Committee. Mr. Hinckley states that the library has almost doubled in circulation. They used to rank 14th and now they rank 4th (Quincy, Plymouth & Hingham – exceed). During this time that circulation has doubled they have had a 10% reduction in full time employees. The library is doing more with less. Mr. Hinckley is asking for a \$19,000 increase. The minimum appropriation needed to meet certification is \$1,145,547. Mr. Hinckley reviews the reasons for increase with Finance Committee. Mr. Hinckley states that the Library estimates \$5,000 to \$6,000 in revenue from the Southeastern Region's "Net Lender Program" in both FY06 and FY07. This money will be deposited into the General Fund.

Motion by Alan Flowers for favorable action on \$764,692 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$806,231 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$65,105 for General Expenses.

Second Jay Mullin

Discussion: Sandie Baler Segal asks for explanation regarding Library Supplies. Mr. Hinckley states that Library Supplies are really office Supplies, stamps, etc. He states that Office Supplies are really custodial supplies.

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$900 for Motor Vehicle Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$50,200 for Data Processing.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$180 for Mileage/Transportation.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$58,210 for Utilities.

Second Jay Mullin

Discussion: Dave Hinckley states that the Library will be asking for \$6,000 from Labor/Custodial Line Item to Utilities. Will have to ask for a reserve fund in approximately the \$7,000 range.

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$176,880 for Books/Visual Aids.

Second Jay Mullin

Discussion: Reimbursement is new for FY06. The Net Lender Program has been reinstated. This will be first year in a number of years.

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$1,116,167 for Department Total – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$1,157, 706 for Department Total – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

INSPECTIONS – Department 241

Bob Galewski from Inspection Department is present to answer any questions regarding Inspections Budget. Mr. Galewski distributes a Comparison of 2004 vs. 2005 Fees Collected. There has been an increase of \$324,845.69 in 2005. This is without increasing fees. Braintree charges \$10 per \$1,000 for permit for residential and \$15 per \$1,000 for Commercial permit. Discussion on what other towns charge in fees. Bob Galewski states that he would be happy to look at fees charged by surrounding communities.

Motion by Gene O'Neill for favorable action on \$426,301 for Personnel Service – Option A.

Second Alan Flowers

Discussion: Casual employees are part time electrical and plumbing inspectors.

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$449,556 for Personnel Service – Option B.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$4,400 for General Expenses.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,500 for Equipment Outlay.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,000 for Motor Vehicle Repairs.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$14,700 for Mileage/Transportation.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$447,901 for Personnel Service – Option A.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$471,156 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

ASSESSORS – Department 141

Marie George, Deputy Assessor, is present to answer any questions regarding Assessors budget.

Motion by Sandie Baler Segal for favorable action on \$170,866 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$179,841 for Personnel Service – Option B.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$20,569 for General Expenses.

Second Gene O'Neill

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$1,500 for Data Processing.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for \$300 for Mileage.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$193,235 for Department Total – Option A.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$202,210 for Department Total – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

REVALUATIONS – Budget 142

Motion by Sandie Baler Segal for \$98,400 for Revaluations.

Second Alan Flowers

Discussion: This is for Patriot Properties. Marie George states that this contract is out to bid and bids are due in on Friday so this may change. Patriot Properties updates website January 1st of each year.

VOTE: Unanimous. APPROVED.

Marie George states that a committee has been formed regarding PILOT (payment in lieu of taxes). She states that they will be sending out letters to exempt properties in the near future.

FAIR HOUSING – Budget 170

Motion by Sandie Baler Segal for favorable action on \$2,189 for Personnel Service.

Second Gene O'Neill

Discussion: This is for their recording secretary.

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$2,775 for General Expenses.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$4,964 for Department Total.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

FORECAST UPDATE

Ted Langill states that the second page of handout shows where the town is in the budget process. He states with budgets passed town will have approximately a \$414,000 deficit still. He states that the overlay is a low estimate and maybe we can make up some of the deficit there. He states that Braintree is expecting a 25% increase in local aid due to the change in formula. He has some concern that if the new formula goes away, Braintree's increase will go away also. Most communities are receiving a 5% increase.

Wednesday night the Finance Committee will review Fire and Health Budgets.

Motion made and seconded to adjourn meeting at 8:20 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MARCH 27, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Gene O'Neill
Alan Flowers
Gail Feldman
Christine Cunningham
Bob Olson
Emmanuel Ofuokwu

Not Present

Christine Cunningham
Chris Dawley

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Giovanni Veitch, COA Director
Mr. Polio, Chairman of COA
Mr. Caruso, COA

COA – Department 541

Giovanni Veitch, Director of COA is present to answer questions regarding budget. Alan Flowers states that this is a level service budget.

Motion by Alan Flowers for favorable action on \$210,179 for Personnel Service – Option A.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$220,496 for Personnel Service – Option B.

Second Jay Mullin

VOTE; Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$15,525 for General Expenses.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$12,002 For Motor Vehicle Expense.

Second Bob Kimball

Discussion: Will not receive van until Fall of FY06.

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$500 for Recreational Activities.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$10,888 for Utilities.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$249,094 for Department Total – Option A.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$259,411 for Department Total – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Veterans – Department 543

Motion by Alan Flowers for favorable action on \$92,771 for Personnel Service – Option A.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$97,902 for Personnel Service – Option B.

Second Bob Kimball

VOTE; Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$795 for General Expenses.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$280 For Mileage/Transportation.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$57,300 for Veterans Benefits.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$151,146 for Department Total – Option A.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers for favorable action on \$156,277 for Department Total – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Celebrations – Department 692

This budget is going up \$708 over previous year due to additional flags. Jay Mullin states that he was told to level fund this budget.

Motion by Alan Flowers for favorable action on \$5,350 for General Expenses and Department Total.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Treasurer – Department 145

Motion by Sandie Baler Segal for favorable action on \$196,965 for Personnel Service – Option A.

Second Bob Kimball

Discussion: Treasurer is requesting \$1,500 in overtime. They have used a little over \$600 this year and W-s are out. Sandie Baler Segal thinks \$750 is a reasonable amount.

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$206,397 for Personnel Service – Option B.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$40,219 for General Expenses.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$950 for Data Processing Costs.

Second Emmanuel Ofuokwu

Discussion: Sandie Baler Segal states that Chris Dawley was not able to reach the treasurer after several attempts. She states that the treasurer does not make himself available to Finance Committee Meetings or subcommittees.

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$1,225 for Mileage/Transportation.

Second Emmanuel Ofuokwu

VOTE: 7 YES/1 NO. (B. Kimball). APPROVED.

Motion by Sandie Baler Segal for favorable action on \$239,359 (subject to math) for Department Total – Option A.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion by Sandie Baler Segal for favorable action on \$248,791 for Department Total – Option B.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

BRA-WEY – Department 699

Motion by Jay Mullin for favorable action on \$77,598 for Bra-Wey Budget 699.

Second Alan Flowers

Discussion: This is Braintree's portion of assessment. (Braintree pays ½ and Weymouth pays ½).

VOTE: Unanimous. APPROVED.

Waste Collection

Motion by Bob Kimball to Take a 5 Minutes Recess.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

The Finance Committee Meeting is called back to Order. Ted Langill states that they will hold off on Waste Collection Budget until Wednesday.

Reserve Fund Request

Library – Utilities

Current Balance: \$1,566.20/Amount Requested: \$4,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$4,000 to Library – Utilities.

Second Alan Flowers

Discussion: This is coming from energy reserve fund. This is due to unexpected spike in natural gas.

VOTE: Unanimous. APPROVED.

Library – Electricity

Current Balance: \$6,536.53/Amount Requested \$4,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$4,000 to Library – Utility Electric.

Second Bob Kimball

Discussion: This is to pay BELD invoices through balance of end of year.

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin to Reconsider Budget 350.

Second Bob Kimball

Discussion: This is for new information. Jay Mullin states that if Motion is approved it can be tabled until Wednesday meeting. Bob Kimball states that if there is no action being taken on it why not wait until Wednesday night. Bob Kimball withdraws his second because there is nothing to consider.

On Motion to Reconsider Budget 350

Second: Emmanuel Ofuokwu (for discussion)

Discussion: Emmanuel Ofuokwu asks what new information do we have? Jay Mullin states that there are four communities that are not going along with Blue Hill's proposal.

Gene O'Neill asks if we don't reconsider now can we vote to reconsider later. Ted

Langill states yes.

VOTE: 1 YES (J. Mullin)/7 NO. MOTION FAILS.

Motion made and seconded to adjourn meeting at 7:55 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MARCH 29, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Emmanuel Ofuokwu
Gene O'Neill
Alan Flowers
Gail Feldman
Christine Cunningham
Sandie Baler Segal

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Sue Kay, Interim Executive Secretary
Mr. Hedlund, Parks Dept.
Tom Reynolds, Water & Sewer Dept.
Tom Whalen, Water & Sewer Dept.
Dr. Peter Kurzberg, Supt. Of Schools
School Committee: Margaret O'Reilly,
D. Cunningham, K. Prioli, K. Whitney;
M. Clarke, S. Powers, K. Maguire
Parks Dept: B. Tobin, D. Brown,
M. Robinson, H. Joyce, F. Tricomi,
S. Wishart, P. Ryan, T. Johnson,
R.DelGiacco
Kevin Flynn, Town Accountant

Not Present

Bob Olson
Chris Dawley

Reserve Fund Transfer

Water & Sewer Department – Outside Motor Vehicle Expense

Current Balance: \$3,284.65/Amount Requested: \$15,000

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer from Water & Sewer to Water & Sewer – Outside Motor Vehicle Expenses.

Second Alan Flowers

Discussion: Tom Reynolds states that this is needed to cover additional fuel costs and repairs costs for two pieces of equipment.

VOTE: Unanimous. APPROVED.

Parks – Department 650

Bill Hedlund, Superintendent of Parks is present at meeting. He introduces other members of Parks Department: Darrin Brown, Maryanne Robinson, Patti Ryan, Hank Joyce, Frank Tricomi, Scott Wishart, Toby Johnson, Rick DelGiacco, and Bruce Tobin.

Motion by Gene O'Neill for favorable action on \$491,423 for Personnel Service – Option A.

Second Emmanuel Ofuokwu

Discussion: Department Head Salary and Book Keeper salary is 40% funded by Golf Course.

Motion by Bob Kimball to Amend to Increase Part Time Laborer to \$16,760.

Second Alan Flowers

Discussion: This would be same level funding as in FY06. This would be for five employees.

VOTE: Unanimous. APPROVED.

Motion as Amended for \$499,940 for Personnel Service – Option A.

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$519,281 for Personnel Service-Option B.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$10,475 for General Expenses.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$27,914 for Motor Vehicle Expenses.

Second Emmanuel Ofuokwu

Discussion: This is second year of three year lease purchase. Bob Kimball states that this should be under capital.

Motion by Gene O'Neill for favorable action on \$27,609 for Outside Motor Vehicle Expenses.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$900 for Data Processing.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$77,175 for Operations Expense.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$2,075 for Uniform Total.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

**Motion by Gene O'Neill for favorable action on \$16,687 for Utilities.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$634,861 for Department Total –
Option A.
Second Alan Flowers
Discussion: This is without capital request.
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$654,202 – Department Total –
Option B.
Second Emmanuel Ofuokwu
Discussion: This is without capital request.
VOTE: Unanimous. APPROVED.**

Summer Programs – Department 651

**Motion by Gene O'Neill for favorable action on \$148,241 for Personnel Service and
Department Total.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

Golf – Department 630

Bob Hedlund states that this has been a soft golf income year. There were only 213 revenue days at the golf course this year. The average revenue days are usually 235 days. There retained earnings are going in the wrong direction. Mr. Hedlund states that the golf course opened early this year. They are entering into their third week being opened. The Golf Advisory Committee and the Parks & Playground voted unanimously to recommend reducing administrative costs for next year. They are recommending a 4% Administrative Cost for FY07. If retained earnings come back to wear they want them to be they can bump this back to 5, 6 or 7%. At this time, both budgets are reflecting a 4% Administrative fee that goes into the General Fund.

**Motion by Gene O'Neill for favorable action on \$573,223 for Personnel Service –
Option A.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

**Motion by Gene O'Neill for favorable action on \$591,686 for Personnel Service –
Option B.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.**

Motion by Gene O'Neill for favorable action on \$94,565 for General Expenses.

Second Emmanuel Ofuokwu

Discussion: This is with the 4% Administrative Cost. In FY02-FY04 the Administrative Cost was 5%; in FY04-06 it was 7%. The revenues of town will take a 3% hit from golf course receipts to town.

Motion by Bob Kimball to Amend to Increase Transfer to General Fund to 5% for a total of \$49,394.

Second Emmanuel Ofuokwu

Discussion: Bob Kimball states that when Golf went to an Enterprise Fund the agreed upon amount of Administrative Costs was 5%. The Parks Department is hopeful to make this money up this year. The weather has been good which makes golf good.

VOTE: Unanimous. APPROVED.

On Motion as Amended for \$104,444 for General Expenses.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$16,500 for Equipment Outlay.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$14,000 for Motor Vehicle Expenses.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$5,000 for Data Processing.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,000 for Out of State Travel.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$35,000 for Capital Improvements.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$158,800 for Operations Expense.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$2,050 for Uniform Total.

Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$27,000 for Utilities.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$118,584 for Insurances.
Second Emmanuel Ofuokwu
Discussion: This is group medical costs for 7 employees.
VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$12,500 for Other Charges and Expenses.
Second Emmanuel Ofuokwu
Discussion: This is golf reserve fund.
VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,086,564 for Golf Course Total – Option B.
Second Emmanuel Ofuokwu

Motion by Gene O'Neill for favorable action on \$1,068,101 for Golf Course Total – Option A.
Second Emmanuel Ofuokwu
VOTE: Unanimous. APPROVED.

Reserve Fund Requests

Parks Department – Utilities
Current Balance: \$1,226.04/Amount Requested \$2,500

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$2,500 to Parks Department – Utilities.
Second Bob Kimball
Discussion: Three bills yet to be paid. They are in negative balance already. This will come from energy reserve.
VOTE: Unanimous. APPROVED

Parks Department – Motor Vehicle Expenses – Gasoline/Diesel
Current Balance: \$275/Amount Requested \$2,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$2,000 to Parks Department – Motor Vehicle Expenses.
Second Bob Kimball
Discussion: This is needed for gasoline/diesel. This will come from energy reserve.

VOTE: Unanimous. APPROVED

Parks Department – Utilities Electricity

Current Balance: \$2,723/Amount Requested \$1,500

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$1,500 to Parks Department – Electricity.

Second Bob Kimball

Discussion: This will come from energy reserve.

VOTE: Unanimous. APPROVED

Parks Department – Utilities – Water & Sewer

Current Balance: \$127.85/Amount Requested \$270

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$270 to Parks Department – Water & Sewer.

Second Emmanuel Ofuokwu

Discussion: This will come from the regular reserve fund.

VOTE: Unanimous. APPROVED

Parks Department – Operations Expense

Current Balance: \$4,005.24/Amount Requested \$2,500

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$2,500 to Parks Department – Operating Expense for Equipment Repair.

Second Bob Kimball

VOTE: Unanimous. APPROVED

Parks Department – Operations Expense

Current Balance: \$929.41/Amount Requested \$1,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$1,000 to Parks Department – Operating Expense for Building Repair.

Second Bob Kimball

Discussion: This is for a door that fell off and needed to be repaired.

VOTE: Unanimous. APPROVED

Education – Department 300

Dr. Peter Kurzberg is present at Meeting to answer any questions regarding the Education Budget. Dr. Kurzberg introduces the members of the School Committee. The School Committee Meeting is called to Order.

Alan Flowers states that he is supporting a budget total of \$41,520.198. He states this budget total includes extra positions that are absolutely needed. Alan Flowers states that this increase is needed to keep up with the growing population.

**Motion by Alan Flowers for favorable action on \$41,520,198 for Education Budget.
Second Gail Feldman**

Discussion: This is an increase of \$787,500 over what we have in budget. This would include an increase of 17 ½ teaching positions. The school voted to adopt the amended budget which would include these 17 ½ positions. There is an additional \$228,067 Special Education Reimbursement money that can be applied to the FY07 budget for a total of \$559,433. This would include 7 ½ teachers at the elementary level; 1 remedial reading and 1 remedial math for East Middle and 1 remedial reading and 1 remedial math for South Middle; and 6 teachers at the high school level (2 science, 2 social studies, 1 foreign language and 1 math). Dr. Kurzberg distributes a copy of a 3 year comparison of surrounding communities for Per Pupil Expenditures. The Comparison puts Braintree at #14 out of 15 Communities for Per Pupil Expenditures. (Randolph is #13 and Holbrook is #15).

Bob Kimball asks if the School Budget Increase is voted favorable what deficit would the town be in. Ted Langill states that will all the budgets considered, \$1.5 in capital and sticking with local aid numbers, the town is looking at a shortfall of approximately \$500,000. If we keep \$1.5 million in capital, this would add \$787,500 to the \$500 deficit. Ted Langill states that the circuit breaker money is not factored into these figures.

Alan Flowers states that he would support taking capital from \$1.5 million to \$500,000. He states that the town does not seem to be concerned with capital expenditures. They are not voting a debt override for ballot.

Bob Kimball states that the schools got \$700,000 in Capital. He is concerned that now we are cutting everyone else's capital to fund School Budget. He does not think that capital should be reduced that much. He would support a compromise of \$228,067, which is the circuit breaker money.

Motion by Bob Kimball to Amend to Increase School Budget by \$228,067 (funded through an Article at the Special Town Meeting).

Second: Sandie Baler Segal (for discussion)

Discussion: The new school budget total would be \$40,967,65. This would be an increase of 6 teachers. Gene O'Neill is not in favor of Amendment. He would like to stick with a level service budget like was done with other departments. He states that no other department received an increase. He is not in favor of any increase.

Bob Kimball states that capital has not been addressed. If we go to \$500,000 for capital - \$350,000 is for lease payments.

Gail Feldman states that the town should return a minimum of 10 teachers this year. She states that there is an urgency for schools. In FY04 the schools lost 50 teaching positions and 20 support positions. Dr. Kurzberg states that any increases that they received in teaching positions were for Special Education. Kevin Flynn,

town accountant states that the \$228,067 would be a line item transfer under Article 3. He states that technically this is the only way to do it. Ted Langill states that the Motion should read “And \$228,067 from Article 3”.

Gene O’Neill does not want it to be a normal routine of transferring over circuit breaker money to schools. He supported this last year because there were going to be school lay offs. He would like to go back to the old way of doing this. Ted Langill states that some feel that Water & Sewer should not be charging their own departments. Christine Cunningham had an idea of going back through budgets and adding up Water & Sewer Charges and returning amount to bottom line.

Alan Flowers states that there is a question of fairness. He states that out of 70 positions lost in FY04, the town has only returned at most a dozen (mostly through Special Education). He states that Fire and Police got money back last year. He thinks that 6 positions are a drop in the bucket.

David Cunningham from the School Committee states that the accreditation of the High School is involved. The schools cannot have over 30 students in high school classes. The Accreditation Group is expecting large class sizes to be fixed by October Report before the final accreditation is given. He states that class sizes are unacceptable. He further states that the \$228,000 in circuit breaker money is to offset the special education costs. He states that the erosion of a school system is a long process. The town is heading down that road now. He states that a School System is the Hallmark of a Community.

Ted Langill states that Chapter 70 money is a concern. He is not comfortable with numbers. He has concern with sustaining positions after this year.

Gail Feldman states that last year we hired Police and Fire personnel because there was a need. She states that there is a need at the Schools. She thinks the town should certainly commit the \$228,000 and more.

Motion by Bob Kimball to Move Question on Amendment.

Second Alan Flowers

Discussion: The question will be the Amended Amount.

VOTE: Unanimous. APPROVED.

On Amendment for \$40,967,65 (\$228,067 to be funded by Article 3).

VOTE: 3 YES/5 NO. MOTION FAILS

Motion by Alan Flowers to Amend School Budget Bottom Line to \$41,182,698.

Second Emmanuel Ofuokwu

Discussion: This would be the cost of 10 teachers. Emmanuel Ofuokwu states that accreditation is very important and he strongly supports this. Dr. Kurzberg states that the town must respond to question on additional staff. In October report the

town must provide status on restoring staff at High School. The town has made advances on technology and capital in a satisfactory way. Dr. Kurzberg does not think that the High School would lose accreditation but there is a possibility of receiving a Warning. Christine Cunningham states that if you put students in a High School that has a Warning it really hurts when the kids are looking at schools. Alan Flowers states that he will withdraw his original Motion if necessary. Ted Langill states that there is nothing wrong with Amending your own motion. VOTE: 5 YES/2 NO/1 ABSTAIN (J. Mullin). MOTION APPROVED.

Waste Collection/Waste Disposal

Sue Kay, Interim Executive Secretary and Tom Whalen, Interim DPW Director are present to answer questions regarding Waste Collection/Waste Disposal.

Motion by Gene O'Neill for favorable action on \$30,365 for Personnel Service – Option B.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$28,763 for Personnel Service – Option A.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,507,060 for General Expenses.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$15,000 for Data Processing.

Second Emmanuel Ofuokwu

Discussion: The \$15,000 is necessary in order to put billing on its own database that will coincide with tax collection. The trash is coming off the Water & Sewer billing. It will be a second bill. Sue Kay states that it is very difficult to have both on one bill when people pay half a bill. This is the initial cost to install. On the trash side, they are doing very well collecting – exceeding expectations.

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$1,550,823 for Department Total – Option A.

Second Emmanuel Ofuokwu

Motion by Bob Kimball to Amend to state that the total trash fee will be offset by the collection fee.

Second Gene O'Neill

Discussion: Sue Kay states that that the funding will equal the expenditures. This will be completely self-sufficient.

**On Original Motion for \$1,550,823 for Department Total – Option A.
VOTE: Unanimous. APPROVED.**

Motion by Gene O'Neill for favorable action on \$1,562,425 for Department Total – Option B.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Waste Disposal – Department 430

Motion by Gene O'Neill for favorable action on \$15,000 for General Expenses.

Second Emmanuel Ofuokwu

Discussion: This is for two hazardous waste days.

VOTE: Unanimous. APPROVED.

Motion by Gene O'Neill for favorable action on \$37,000 for Professional Services.

Second Emmanuel Ofuokwu

VOTE: 7 YES/1 NO (B.Kimball). APPROVED.

Motion by Gene O'Neill for favorable action on \$52,000 for Waste Disposal Total.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Insurances – Department 900

Motion by Jay Mullin for favorable action on \$475,000 for Insurance.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Historical Commission – Department 691

Motion by Bob Kimball for favorable action on \$3,000 for General Expenses and Department Total.

Second Alan Flowers

Discussion: This is for consultants. This budget is level funded from last year.

VOTE: Unanimous. APPROVED.

Review of Overall Balanced Budget – including Forecasts

Ted Langill states that the projections total a \$412,102 shortfall which does not include the school amount that was added tonight. They need to add an additional \$221,933 for a deficit of \$634,035. Ted Langill states that this figure includes a difference of opinion regarding some local receipt numbers.

Gene O'Neill discusses a Memorandum from Nancy Cushing regarding Excise Tax. Gene O'Neill states that from reviewing the chart there is an increase in Excise Tax. He states that the actual bills are higher. Gene O'Neill recommends that the Finance Committee keep the \$4.7 million number.

Kevin Flynn, Town Accountant states that the collector sees an increase on abatements. She states that people are turning in SUVs for smaller vehicles. Kevin Flynn does not want to over rate the number. If the numbers are going up, state aid will go down. Kevin Flynn would like to be on the conservative side of this number.

Sue Kay states that the Tax Collector is very concerned in over estimating. She thinks that there is an increase coming in abatements. Sue Kay thinks that the Finance Committee should err on the side of the professional. Sandie Baler Segal states that the Tax Collector sees a trend of increase in abatements. She sees approximately \$200,000 in abatements a year. Sue Kay states that she has spoken with other towns who are also concerned with excise numbers.

Bob Kimball thinks that the total Local Receipts number of \$10,605 is a reasonable number. He states that the Building Inspector was in last week and he is above expectations in licenses and fees.

Sandie Baler Segal agrees with Sue Kay. She thinks \$4,750,000 is too ambitious. She does not want to go overboard. Christine Cunningham cannot make that drastic of a leap from \$4,300,000 to \$4,750,000. Sue Kay states that Tax Collector is not basing this figure on just abatements. This is also for foreclosures, bankruptcies, etc. Ted Langill states that he is comfortable with the \$10,605,000 number.

Discussion on PILOT revenues. Sue Kay states that she has drafted a letter and Dan Clifford is reviewing letter to be sent to Tax Exempt Properties. Sue Kay states that she worked with Weymouth when they did this and they were very successful.

Ted Langill asks if there are any Motions to Amend. Bob Kimball states that he would like to take a look at this, have a discussion on capital and see what we have voted on. Ted Langill states that they have a meeting with the Printer on Monday for the Finance Committee Books. He will try to reschedule meeting with Printer for Tuesday in order to schedule another Finance Committee Meeting for Monday night.

Sue Kay asks if the Finance Committee would consider lowering Capital until October. Ted Langill states that at this point there is no other choice. The town is looking at a \$600,000 shortfall. Bob Kimball states that he needs to at least look at capital to make sure that there is no big need. Ted Langill states that some needs have come in and he has forwarded them to capital. He states that Capital needs are significant.

Bob Kimball suggests putting budgets in book the way it is now and do an addendum at town meeting if necessary.

Motion by Alan Flowers to go with revenue and expense items as we already discussed and voted – balancing it with net coming from Capital.

The Finance Committee decides to meet next Monday evening to have a final discussion on balancing budgets.

Motion made and seconded to adjourn meeting at 11:00 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
APRIL 3, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Gene O'Neill
Alan Flowers
Gail Feldman
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Nancy Cushing, Tax Collector
Bob Aicardi, Braintree Forum
Rick Collins, Patriot Ledger
David Hinckley, Library Director
Edith Weinberg, Chair of Library Trustee
John Pellos, Ann Toland, Bob Lake
& Jeff Kunz, Library

Not Present

Chris Dawley

Warrant Hearing for May Special Town Meeting

Motion by Bob Olson to Open Warrant Hearing for May Special Town Meeting.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Jay Mullin reads Articles 1-20

Motion by Bob Olson to Close Warrant Hearing for May Special Town Meeting.

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Library – Department 610

Motion by Jay Mullin to Reopen the Library Budget (Department 610).

Second Alan Flowers

Discussion: This is for new information. The Library is requesting the restoration of the Assistant Library Director position.

VOTE: Unanimous. APPROVED.

Edith Weinberg, Chair of the Library Trustee states that the Assistant Library Director position was cut in the 80's. In FY01 Personnel approved the establishment of the position. In FY03 Personnel again approved the establishment of position. The Assistant Library Director has stayed on the back burner for some time now. Personnel voted this year to unanimously approve the restoration of the Assistant Library Director position. The current medium grade salary for this

position would be \$52,145. This figure is in line with other communities. Ms. Weinberg states that there has been rapid growth in circulation with the library and they are in need of more administrative personnel. David Hinckley has been the Director for 6 years now and averages a work week of 45-50 hours a week. He closes the library two nights a week. The Assistant Director is needed to help maintain the library.

David Hinckley states that if the Finance Committee is not able to support funding this position at this time, the Library is asking that the position be reestablished as a non-funded position for the October Town Meeting. Bob Kimball states that the position is definitely needed, it is just a question of how do we fund this. Alan Flowers agrees that there is a need for the position. Alan Flowers states that the priorities in the town right now are schools, police and fire. He cannot support this at this time. Mr. Hinckley states that the Personnel Board will make the argument for this position at town meeting. He hopes that the Finance Committee can support as a non-funded position to get it back on the books.

Motion by Bob Kimball to Support Unfunded Position of Assistant Library Director.

Second Alan Flowers

Discussion: Will present it under Personnel Article. Gail Feldman states that she sees the need for this position but that the money is not there this year. Mr. Hinckley states that he understands the financial situation of the town and thanks the committee for their support of the Library.

VOTE: Unanimous. APPROVED.

ARTICLE 20 – Library Revolving Fund

Motion by Alan Flowers for favorable action on Article 20 for \$37,000 for Library Revolving Fund.

Second Sandie Baler Segal

Discussion: The source of this money is from fines and fees and lost or damaged books. The revolving fund goes towards meeting the Library municipal appropriation requirements.

VOTE: Unanimous. APPROVED.

BUDGET REVIEW FY07

Ted Langill distributes a spreadsheet with recommendations to date. Discussion on benefits for the additional 10 teachers that were recommended for the schools. Gail Feldman thinks that \$100,000 is an incorrect figure and would like this number looked into. She thinks that it seems extremely high.

Ted Langill states that there is \$1.5 million in stabilization. One option to help balance budget is to use the stabilization money. Bob Kimball likes this idea. He states that money was put into stabilization in anticipation of raises. He thinks it

makes sense to use this money. He would like to try to keep capital above \$1 million. A copy of the Capital Requests of town are distributed to the Finance Committee. The Capital Committee will make recommendations on the priorities for capital.

Nancy Cushing, Tax Collector is present and wishes to discuss increase in Excise Tax Revenue. The Finance Committee supports raising this figure from \$4.3 million to \$4.7 million. Nancy Cushing states that no other town is looking to touch this revenue. She states that other towns think Braintree is crazy to increase this number. She states people are turning in their large SUV's for smaller cars. She states that Brian Connolly and Kevin Flynn do not anticipate huge increases in excise. She thinks this is a recipe for disaster. Nancy Cushing wants it noted that she thinks this is a bad move and is too risky. She states that FY08 is going to be the trouble year. The \$4.7 million is not a collected amount. It is a committed amount. Ted Langill thanks Nancy Cushing for appearing before the Finance Committee. He agrees that the Finance Committee is being less conservative but thinks that the \$10.6 in local receipt number is a good one. Bob Kimball agrees with Ted Langill. He states that overall, the \$10.6 number is a good one. He states that people are turning in SUV's but they are still buying expensive cars.

Gene O'Neill states that he thinks that the budget before the Finance Committee is a great budget. He states that it is a much better picture than what they were looking at earlier in the year. He states that the schools will be able to hire 10 teachers. Ted Langill agrees but has concern that the numbers are sustainable. Ted Langill also thinks that the budget is a good one considering the picture we were looking at.

Article 3 – Compensating Balance Agreement

Motion by Jay Mullin for favorable action on Article 3 – Compensating Balance Agreements.

Second Bob Olson

Discussion: Jay Mullin states that this is an annual boiler plate article.

VOTE: Unanimous. APPROVED.

Article 7 – 53rd Pay Week

Motion by Jay Mullin for favorable action on Article 7 for \$87,000 for the 53rd Pay Week.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 8 - Harbormaster Budget

Motion by Bob Kimball to I.P. Article 8.

Second Jay Mullin

Discussion: Harbormaster going to be budget not article.

VOTE: Unanimous. APPROVED.

Article 18 – COA Revolving Fund

Motion by Jay Mullin for favorable action on \$30,000 for COA Revolving Fund.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Article 21 – Purchase of Recycling Bins.

Motion by Sandie Baler Segal for favorable action on \$2,000 for Revolving Fund for Purchase of Recycling Bins.

Second Bob Olson

Discussion: This is for compost bins.

VOTE: Unanimous. APPROVED.

Article 22 – Promote Recycling Initiatives.

Motion by Sandie Baler Segal for favorable action on Article 22 for \$14,000 for Recycling Committee to Promote Recycling Initiatives.

Second Bob Olson

Discussion: Mr. Kunz states that this is new income and therefore there is no history on it.

VOTE: 8 YES/1 NO (B.Kimball). APPROVED.

Article 23 – Extra Curricular Activities Schools

Motion by Bob Kimball for favorable action on Article 23 for \$100,000 for School Extra Curricular Activity Accounts.

Second Sandie Baler Segal

Discussion: Gail Feldman supports this Article but has concern that some students are unable to afford to pay for activities. Christine Cunningham states that a student can request a waiver if they need to. She states that this is done very discreetly and a student would just need to go to the principal.

VOTE: Unanimous. APPROVED.

Article 24 – School Bus Transportation

Motion by Jay Mullin for favorable action on Article 24 for \$175,000 for School Bus Transportation.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 8:40 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
APRIL 10, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Chris Dawley
Alan Flowers
Bob Olson
Emmanuel Ofuokwu

Others In Attendance

Ann Marie Newell, Recording Secretary
Mike Steen, MIS
Tom Whalen, Water & Sewer
Steve O'Brien, Highway
Tom Reynolds, Water & Sewer
Mr. Bottigio, BELD

Not Present

Christine Cunningham
Sandie Baler Segal
Gail Feldman
Gene O'Neill

Article 25 – Highway – Leaf Compost Site at Plain Street Cemetery

Motion by Jay Mullin for favorable action on Article 25 of Annual Town Meeting.

Second Alan Flowers

Discussion: The Highway Dept. is looking to create a revolving fund for \$25,000. Steve O'Brien states that 25-29 Braintree based companies use the leaf compost site for a fee. They would like to use the income from cost of contractors who utilize the site to maintain the compost site. Bob Kimball states that the Highway Dept. has \$20,000 in budget for this. This would then give the Highway Dept. \$20,000 in their budget plus an additional \$25,000 in a revolving fund. Bob Kimball thinks that this is more for operations and is not meant to be a revolving fund. He does not support this. Steve O'Brien states that every year the Highway Dept. comes back for more money. Tom Whalen asks the Finance Committee if Richie Grey could appear before the Committee to request that the \$25,000 be added to the operating budget for this. Ted Langill states that Ritchie Grey can come before the Finance Committee at a future meeting before town meeting.

VOTE: 2 YES/4 NO. MOTION FAILS

Article 29 – Cemetery – Buy Back Graves Sold but No Longer Needed

Motion by Jay Mullin for favorable action on Article 29.

Second Emmanuel Ofuokwu

Discussion: Tom Whalen states that the Cemetery is looking to buy back graves that have been sold and no longer needed and resell.

VOTE: Unanimous. APPROVED.

Article 37- BELD – Appropriate Funds for Construction of Power Plant

Motion by Jay Mullin for favorable action on Article 37 of the Annual Town Meeting.

Second Emmanuel Ofuokwu

Discussion: A Financial Spreadsheet and Power Supply/Generation Project 2006 is distributed. Mr. Bottiglio states that he will give the same presentation that he intends on giving at town meeting. BELD is looking for authorization from town meeting to borrow \$95 million over 20 years to build power plant. The Forward Capacity Payments could possibly cover the cost of the power plant. BELD will own 100% of new power plant and will have complete control over all decisions. They will contract with other municipal utilities and will charge a fee in exchange for capacity and energy. The legislation has been signed by the governor and the next step is to have approved by town meeting. Bob Kimball asks how this will impact bond capacity in Braintree. Mr. Bottiglio states that the money borrowed for power plant will not go against the bond cap for Braintree. Alan Flowers thinks this is a recipe for disaster. He thinks that this is a huge risk for Braintree to take. Mr. Battigio states that he can come back to another Finance Meeting if needed. He states that BELD is trying to do what is best for Braintree rate payers. Ted Langill asks the Finance Committee if they want to vote tonight or take some time to review.

Motion by Emmanuel Ofuokwu to Table Article 37 to Digest Information and Vote at Future Meeting.

Second Alan Flowers

Discussion: Emmanuel Ofuokwu states that Gene O'Neill is not here and he would be interested in discussing this.

VOTE: 4 YES/2 NO. MOTION APPROVED.

Article 17 – MIS – Replace Outdated Computers and Printers

Mike Steen is present to discuss Article 17.

Motion by Jay Mullin for favorable action on Article 17 for \$11,750.

Second Chris Dawley

Discussion: Looking to replace 9 computers and two network printers for cost of \$11,750. The computers that are being replaced are Windows 95 and 98. Alan Flowers asks why this isn't under Capital. Ted Langill thinks that it should be under Capital. Mike Steen states that there was a time that this came under Office Supplies. The computers are for Personnel, Planning, Legal, Recycling, Building Dept., Selectmen, Highway, Treasurer, etc. They purchase computers through state contract. Chris Dawley states that what they are using needs to be updated. He thinks there is a need.

Motion by Bob Kimball to Amend to I.P. Article 17 with Commitment to Fund Under Capital.

Second Bob Olson

VOTE: Unanimous. APPROVED.

On Main Motion as Amended
VOTE: Unanimous. APPROVED.

Article 46 – Special Legislation Giving Police Chief Authority to Hire & Promote

Motion by Bob Kimball for favorable action on Article 46.

Second Jay Mullin

Discussion: This would give police chief powers to hire and promote within police department without approval of Board of Selectmen. The Board of Selectmen voted 3 to 1 (1 not present). The one vote against had concern with new government. Bob Kimball states is in favor of this because he thinks it takes politics out of appointments. The Police Chief and Staff do interviewing. The Police Chief still must do civil service requirements. Alan Flowers is against this. He doesn't know why this is changing now with new government. Ted Langill states that this is a policy proposal and should be voted on the merits.

VOTE: 5 YES/1 NO (A.Flowers) MOTION APPROVED.

Article 47 – Government Study Committee – Limited Town Meeting Act

Motion by Jay Mullin to I.P. Article 47.

Second Bob Olson

Discussion: This is dealing with town meeting changes. Bob Kimball wants to table. He is concerned that town won't get quorum at meetings. He asks if it would be advantageous to reduce town meeting in order to meet quorum. Ted Langill states that timing could be an issue.

Motion by Bob Kimball to Table Article 47.

Second Alan Flowers

VOTE: 2 YES/4 NO. MOTION FAILS.

On Main Motion to I.P. Article 47.

VOTE: 4 YES/1 NO (B.Kimball)/1 Abstain (A.Flowers). APPROVED

Articles 4 STM – Emergency Repairs to Town Hall Basement

Motion by Jay Mullin for favorable action on Article 4 for transfer of funds from insurance recovery account in amount not to exceed \$121,225.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Article 6 STM - Borrowing for Road Repairs

Motion by Jay Mullin for favorable action on Article 6 for \$700,000.

Second Alan Flowers

Discussion: This has no fiscal impact on FY07 budget. Want to continue with program started. This would be the third borrowing for road repairs. They met regarding management of priorities.

VOTE: Unanimous. APPROVED.

Article 19 STM – Town Manager Bylaws

Motion by Jay Mullin to I.P. Article 19 of STM.

Second Emmanuel Ofuokwu

Discussion: This was put in should town manager question be approved.

VOTE: Unanimous. APPROVED.

Article 20 STM – Town Manager Bylaws – Personnel Dept.

Motion by Jay Mullin to I.P. Article 20 of STM.

Second Emmanuel Ofuokwu

Discussion: This was put in should town manager question be approved.

VOTE: Unanimous. APPROVED.

Reserve Fund Requests:

Water & Sewer Dept. – Overtime/Labor

Amount Requested \$20,000

Motion by Jay Mullin for favorable action on Water & Sewer Reserve Fund of \$20,000 to Water & Sewer General Admin. – Overtime/Labor.

Second Alan Flowers

Discussion: Balance of Reserve is \$95,000. Tom Reynolds states that he is asking for \$35,000 in reserve funds tonight.

VOTE: Unanimous. APPROVED.

Water & Sewer Dept. – Utilities/Power & Gas

Amount Requested: \$15,000

Motion by Jay Mullin for favorable action on a Water & Sewer Reserve Fund for \$15,000 for Utilities.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

Ted Langill states that the House Budget Local Aid numbers came out today. Chapter 70 money funded \$281,000 less than expected for Braintree. There are also some changes to snow & ice deficit. The town is looking at a \$300,000 shortfall with house numbers. Ted Langill will be sitting with the Finance Director to review local receipt numbers. These numbers may need to be lowered. The Finance Committee needs to present town meeting with a balanced budget. The book is already at the printer. The Finance Committee will address options at last meeting as we get closer to town meeting.

Motion by Bob Kimball to Reconsider Government Study Committee – Budget 199
Second Alan Flowers

Discussion: Bob Kimball states that with the change in government, the \$500 for Budget 199 is going to be inaccurate for team to move forward. He would like to increase budget by \$20,000 (for consultant and recording secretary). The title of Committee will change to Government Transitional Committee. The town bylaws will need to be changed to ordinances.

Motion by Alan Flowers to Table.
Second Jay Mullin

Discussion: The Government Transitional Committee may create a new budget. Bob Kimball states that he is bringing this forward to open discussion and get the ball rolling on new government.

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 9:00 p.m.
VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
APRIL 12, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Chris Dawley
Alan Flowers
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham

Others In Attendance

Ann Marie Newell, Recording Secretary
Jeanne Martineau, Retirement Board
Carl Johnson
Donna O'Sullivan, Community Preservation

Not Present

Sandie Baler Segal
Gail Feldman
Gene O'Neill

Article 36 – Accept Provisions of Disability Retirement Benefits for Veterans MGL

Motion by Chris Dawley for favorable action on Article 36 of ATM.

Second Emmanuel Ofuokwu

Discussion: This is for Veterans who were injured during town service. The maximum veterans can receive is a \$300.00 allowance per year. Jeanne Martineau states that this bill needs to be voted in two sections. The first section would provide that the veterans will get the allowance and the second section would apply retroactively to date of retirement. Ms. Martineau distributes a handout of surrounding communities. Most communities are adopting the provisions. The first section would cost approximately \$8,000 and the second section would cost approximately \$125,000. This is funded through the retirement system.

Motion to Amend by Chris Dawley to Accept Section 1 of Article 36.

Second Emmanuel Ofuokwu

VOTE: Unanimous. Approved.

Motion by Chris Dawley to Accept Section 2 of Article 36.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Article 42 – By Petition – Accept Commerce Drive as a Public Way

Motion by Christine Cunningham for favorable action on Article 42 to Accept Commerce Drive as a Public Way.

Second Jay Mullin

Discussion: Christine Cunningham states that she has spoken with Mr. Campbell, Town Engineer regarding this Article. The road is in good condition. An extension was added and the entire street was repaved. The Board of Selectmen voted to accept this Road.

Carl Johnson is also present to discuss Article 42. He states that Commerce Drive and Commerce Drive Extension is now one road. It meets all town standards and the road is in excellent condition. The Board of Selectmen voted unanimously to accept. The town can accept this road with little cost. Discussion on Commerce Way not going all the way out to Grove Street. Carl Johnson thinks this was cut back. He would like to get information and report back to Finance Committee at a later meeting. Also Bob Kimball asks who would maintain strip of island in road.

Motion by Bob Kimball to Table Article 42.

Second Emmanuel Ofuokwu

Discussion: Would like this tabled for more information. Would like to know 1) can the condominium or developer agree to maintain the mowing of the island; and 2) what is the status of the cut back out to Grove Street.

VOTE: Unanimous. MOTION TO TABLE APPROVED.

Article 43 – Board of Selectmen – Accept Several Streets as Public Ways

Motion by Christine Cunningham for favorable action accepting a number of streets and partial streets as public ways.

Second Jay Mullin

Discussion: Christine Cunningham spoke with Mr. Campbell, Town Engineer regarding Article 43. The streets are all in good condition. Most streets are residential except for Rx Drive. Christine Cunningham states that this is something that the Board of Selectmen and Bob Campbell have gone out and decided to do. They have a list that they are gradually going down.

VOTE: Unanimous. APPROVED.

Article 3G – Police Line Item Transfers (STM)

Motion by Jay Mullin for favorable action on Article 3G1 for Line Item Transfer of \$50,000 from Police/Personnel Service/Educational back to Reserve Fund Account.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G2 for Line Item Transfer of \$110,000 from Police/Personnel Service/Sworn Personnel to Police/Overtime.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G3 for Line Item Transfer of \$36,000 from Police/Personnel Service/Educational back to Police/Gas/Diesel Fuel.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G4 for Line Item Transfer of \$500.00 from Police/Personnel Service/Longevity to Animal Control/Diesel Fuel.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G5 for Line Item Transfer of \$1,700 from Police/Personnel Service/Longevity to Animal Control/Natural Gas.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G6 for Line Item Transfer of \$12,000 from Police/Personnel Service/Holidays to Maintenance of Police Station/Building Repairs.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G7 for Line Item Transfer of \$12,000 from Police/Personnel Service/Holidays to Maintenance of Police Station/Lighting.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G8 for Line Item Transfer of \$6,000 from Police/Personnel Service/Sworn Personnel for \$4,000 and Police/Personnel Service/Holidays for \$2,000 to Maintenance of Police Station/Fuel Oil.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3G9 for Line Item Transfer of \$2,000 from Police/Personnel Service/Stress Training for \$1,000 and Police/Personnel Service/Firearms Training for \$1,000 to Maintenance of Police Station/Custodial Supplies.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 3D – Library

Motion by Jay Mullin for favorable action on Article 3D for Line Item Transfer of \$5,800 from Library/Personnel Services/Labor/Custodian to Library Utilities/Lighting.

Second Alan Flowers

VOTE: Unanimous. Approved.

Article 3B1 – Golf

Motion by Jay Mullin for favorable action on Article 3B1 for Line Item Transfer of \$9,600 from Golf/Insurance Premiums/Workers Compensation to Utilities.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 3F - Schools

Ted Langill states that town counsel has advised that the school circuit breaker money can be a line item transfer under Article 3.

Motion by Jay Mullin for favorable action on \$228,067 from Schools/Special Education to Education/ Support of Schools.

Second Bob Olson

Discussion: This is taking circuit breaker reimbursement for FY06 budget and adding it to FY07 budget.

VOTE: Unanimous. APPROVED.

Article 3H – Fire

Motion by Jay Mullin for favorable action on Article 3H1 for a Line Item Transfer of \$23,500 from Fire/Personnel Services/Uniform Branch to Fire Personnel Services/Labor Custodian \$50.00; Fire/Gasoline/Diesel Fuel \$7,000; Fire/Natural Gas \$6,450; and Maintenance of Fire Station/Building Repairs \$10,000.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3H2 for a Line Item Transfer of \$1,500 from Fire/Personnel Services/Defibrillator to Fire/Telephone.

Second Bob Olson

Discussion: Ted Langill states that the issue regarding defibrillator stipend may be going up with new contract agreement.

Motion by Jay Mullin to table Article 3H2.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3H3 for a Line Item Transfer of \$5,000 from Fire/Personnel Service/Sick Leave Incentive to Fire/Outside Motor Vehicles for \$3,000 and Maintenance of Fire Station/Lighting for \$2,000.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 3C1 – Accounting

Motion by Jay Mullin for favorable action on Article 3C1 for a Line Item Transfer of \$2,000 from Administrative/Clerical to Data Processing for \$1,750 and Office Supplies for \$250.00.

Second Emmanuel Ofuokwu

Motion by Bob Kimball to Table Article 3C1.

Second Emmanuel Ofuokwu

Discussion: Bob Kimball would like to know what data processing is for.

VOTE: Unanimous. APPROVED.

Article 9 – Community Preservation – Appropriate Funds Collected

Donna O’Sullivan is present to discuss Community Preservation. She states that Community Preservation have anticipated \$400,000 from revenues and a \$400,000 match from the State to be put into Reserve Accounts. The Community Preservation has voted to put \$80,000 into Affordable Housing, \$200,000 into Open Space/Recreation Account; and \$80,000 into Historic Preservation Reserve. They also voted to put \$40,000 into account for general expenses. Donna O’Sullivan states that they would also like to hire consultant to come in and take over and make sure that Community Preservation is doing ok with Articles that carry over from one year to the next.

Motion by Alan Flowers for favorable action on Article 9 of the ATM.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Article 11 – Community Preservation Funds

Motion by Alan Flowers for favorable action on Article 11 of STM.

Second Jay Mullin

Discussion:

Affordable Housing: \$48,401 for Housing Authority; \$30,000 to establish fund in the case of foreclosures.

Open Space: \$12,000 for two parcels of land slightly over two acres that was gifted to town over 15 years ago. In order for the town to get parcels, a tax title must be paid on them. (\$12,000 from CPA and \$12,000 from Conservation). The town is purchasing two acres for \$24,000. The money goes to the town. This is being done at the request of the Conservation Commission.

Town Hall Mall: \$70,000 for Town Hall Mall. There is about \$80,000 left for restoration of town hall mall. There needs to be \$150,000. This will complete phase one of town hall mall.

The CPA also voted to put \$200,000 from General Reserve CPA to Open Space in order to build up to \$1 million.

Historic Preservation: \$150,000 to continue with restoration of town hall. This money is for front stairs, columns, front doors and windows. Also \$138,000 for Roof at Dougherty Gym. The Dougherty Gym is historically significant. The roof must be done in order to do the rest of project inside. There is a considerable amount of mold on inside of building.

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 8:15 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
APRIL 24, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Bob Kimball
Chris Dawley
Alan Flowers
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham
Sandie Baler Segal
Gail Feldman

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Sue Kay, Interim Exec. Secretary
Tom Reynolds, Water & Sewer
Peter LaPolla/Planning Bd.
Bob Campbell, Town Engineer

Not Present

Jay Mullin

Article 26 – Fueling Station for Municipal Vehicles

Bob Campbell, Town Engineer was present to discuss Article 26. He distributes a handout regarding the cost savings of Braintree having its own fueling station for municipal vehicles. The fuel depot would cost between \$225,000 to \$265,000. Based on the handouts distributed, Mr. Campbell states that the fuel depot would pay for itself in three years. Bob Kimball thinks this is a good idea but where would the \$250,000 come from. He recommends I.P. this Article and bringing it up under capital. Mr. Campbell states that the fueling pumps would be operated on a card system. The cards would be issued per person or per vehicle number. Every time the card is used the i.d. number of cardholder would be recorded along with the time of day. This would be an above ground tank with secondary containment. Ted Langill agrees that this is something that the town needs to do and is important enough to be at the top of the capital list.

Motion by Bob Kimball for favorable action on Article 26 for Fueling Station for Municipal Vehicles.

Second Bob Olson

Discussion: The Depot would be between the Highway Garage and Parks & Recreation Building. Bob Campbell states that this is the logical place for it. The tanks are 7,000 to 8,000 tanks and not a very big foot print. Ted Langill would like this to stay under a separate Article. This would benefit the Highway, Fire & Police Departments. It would not be able to service school buses. Bob Campbell has spoken with Dr. Kurzberg, Superintendent of Schools, who states that the schools are comfortable with the way they are doing their fueling. Dr. Kurzberg states that it is a convenience to fuel buses on site where they park. The buses are fueled with no delay to pickup. Bob Campbell states that other school vehicles could use the fueling station. Ted Langill states that this could be something that is discussed with the schools and try to get them on board also. Sandie

Baler Segal asks if there would be security at the fueling station. Mr. Campbell states that there would be camera surveillance along with the card tracking system. He also states that the fueling station would be across the street from the police station. Bob Kimball states that the potential for savings is greater and greater once the fueling station is paid off. He thinks it is a win/win. Gene O'Neill agrees and states that departments can be lowered by at least \$50,000 in fuel costs in next year's budget. This Article is a raise & appropriate article.

VOTE: Unanimous. APPROVED.

Article 28 – Three Year Roadway Improvement Project

Motion by Sandie Baler Segal to I.P. Article 28.

Second Bob Kimball

Discussion: This Article was put in in case of a debt exclusion. This was for a \$9 million 3 year roadway improvement.

VOTE: Unanimous. APPROVED

Article 30 – Water & Sewer – Preliminary Design of Water Treatment Plant

Tom Reynolds is present to discuss the Water & Sewer Articles.

Motion by Emmanuel Ofuokwu for favorable action on Article 30 for \$300,000 for Preliminary Design of Water Treatment Plant.

Second Gene O'Neill

Discussion: Article 30 offers three options. The 1st is for a town owned plant to supply to the town of Braintree. The 2nd option is a town owned plant with the capacity to supply to Randolph/Holbrook. The 3rd option is a Tri-Town Water constructed in Braintree. The Water & Sewer Department favors option #1. The \$300,000 would be bonded. They are looking for a 15 million gallon a day plant. He states that if option #3 was approved it would be a commission made up of three towns and controlled by a tri-town board. Mr. Reynolds states that it is possible that Braintree would not have a final vote. Article 30 is just to do a study and look at the three options. The money is for the design for both options. This would be a water enterprise fund.

VOTE: 8 YES/1 NO (A.Flowers). APPROVED

Article 31 – Water & Sewer – Purchase New (remote capable) Water Meters

This Article is requesting \$100,000 to purchase new water meters with remote reading capability. This would be the first phase. This would quicken the process of reading meters. It provides the capability of reading meters that are up to 1500 feet away. The meters are \$250 a piece. This Article is just to start them off. It is almost like a pilot program. The Water & Sewer have discussed bonding for this. There are two meter readers now that work full time. Brian Connolly, Finance Director states that the Town of Medford uses these meters now. He suggests starting with commercial properties and high end users first.

Motion by Emmanuel Ofuokwu for favorable action on Article 31 for \$100,000 for the Purchase of New Remote Capable Water Meters.

Second Bob Olson

Discussion: Tom Reynolds states that the intent is to use Phase 1 as a pilot and see how the software implementation goes before going town wide.

VOTE: Unanimous. APPROVED.

Article 32 - Water & Sewer – Establish fine for Grease Requirement Non-Compliance

This Article is requesting the town approve a bylaw to provide monetary fines for non-compliance with grease requirements. There are no fines now. The Water & Sewer would monitor in accordance with the Health Department. Tom Reynolds states that the Junior Engineer inspects food establishments periodically for compliance with grease requirements. Other towns have this fine also.

Motion by Emmanuel Ofuokwu for favorable action on Article 32.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 33 – Water & Sewer – Water Main Replacement

Motion by Emmanuel Ofuokwu for favorable action on Article 33 for \$600,000 for Replacement of Water Mains.

Second Bob Olson

Discussion: Gene O'Neill asks why this would not be part of the operating budget.

Sandie Baler Segal asks if the Water & Sewer Department are taking on more than they can handle with this many Articles. Mr. Reynolds states that they are not. Mr. Reynolds states that they have a five year plan that they are working one and continuing to fine tune. This Article will prevent consent orders. Sue Kay, Interim Executive Secretary states that this is an absolute necessity or DEP would issue a consent order.

VOTE: Unanimous. APPROVED.

Article 34 – Water & Sewer – Transfer Funds for Howie Road Inflow/Infiltration Project

Motion by Emmanuel Ofuokwu for favorable action on Article 34 for \$450,000 for construction of Howie Road Inflow/Infiltration.

Second Gene O'Neill

Discussion: This Article is being funded from previous articles. A list of funding sources is discussed. Article 9 of the October 2000 ATM For \$191,000 is not included in the warrant. This could be added as part of the Motion. The \$450,000 is the balance of previous articles. Question on whether or not funds were originally operational or borrowing articles. Mr. Reynolds does not know for sure and will do some research.

Motion by Emmanuel Ofuokwu to Table Article 34.

Second Bob Kimball

VOTE: Unanimous. MOTION TO TABLE APPROVED.

**Article 35 – Water & Sewer – Elimination of Infiltration and Inflow Sources
Townwide**

Mr. Reynolds states that Article 35 is to fund sump pump removal contract. The DEP requires that the town get the sump pumps out of the sewage system and into the drainage system. Mr. Reynolds states that amnesty has been extended for residents.

Motion by Emmanuel Ofuokwu for favorable action on Article 35 for \$200,000 for the Elimination of Infiltration and Inflow Sources.

Second Bob Olson

VOTE: 8 YES/1 NO. (B.Kimball) APPROVED.

Article 15 (STM) – Amend 2003 ATM Water and Sewer Borrowing

Tom Reynolds states that the old Article 45 from the 2003 ATM to bond \$5 million for a new water storage tank to replace the West Street tank has come to a stand still on finding a site. They have decided to continue with West Street tank and not replace. The bond council has made a recommendation to change working of Article.

Motion by Emmanuel Ofuokwu for favorable action on Article 15 of the STM to Amend the 2003 ATM Water and Sewer Borrowing

Second Alan Flowers

Discussion: Tom Reynolds states that 1.8 million has been bonded so far. They are just looking to change wording on Article.

VOTE: Unanimous. APPROVED.

Article 16 (STM) – Paint the Penn's Hill Stand Pipe (DEP ACO)

Motion by Bob Olson for favorable action on Article 16 of the STM for \$300,000 to Paint the Penn's Hill Stand Pipe.

Second Bob Kimball

Discussion: The DEP & ACO have recommended that Penn's Hill Stand Pipe be painted. The tank is lead paint. Tom Reynolds states that they will paint the inside and outside of tank.

VOTE: Unanimous. APPROVED.

Article 17 (STM) – Water Discharge (onto Town Property) Violations

The Code Enforcement Officer has asked that this be brought forward. Tom Reynolds states that this water discharge is a problem in the winter months when the water freezes on the streets. This is from sump pumps that drain onto the streets in the winter months. The Article does not state that this is a seasonal issue. The wording could be interpreted

to include people who are washing their cars and the water runs out on the streets in the summer months. Sue Kay states that the wording could be amended .

Motion by Bob Kimball to I.P. Article 17 of the STM.

Second Alan Flowers

Discussion: Bob Kimball states that Article is unclear what constitutes a violation. He thinks that the intent of the Article is good but needs more clarification on source and season.

VOTE: Unanimous. APPROVED.

Article 44 (ATM) – Town Collector

Sue Kay states that this Article is looking to consolidate departments of the tax collector and other collections into one department. This would involve reformatting the computer terminals and security. The cost would be approximately \$95,000. The idea of making the tax collector a town collector would bring all financial departments under one system. The costs associated in doing this were taken from figures from another community that has done the exact same thing. It has been very effective in the other community. Sue Kay thinks that this is the way to go. Bob Kimball asks with the change in town government, are we putting the cart before the house. Sue Kay thinks that this will make the next form of government run easier. Ted Langill agrees with Sue Kay and would like to see a position of town collector created. Christine Cunningham asks where the \$95,000 would come from. She looks at this as capital. Sue Kay states that the total cost can be reduced if some of the work is done in-house.

Motion by Bob Kimball for favorable action on Article 44 with no money associated with it.

Second Sandie Baler Segal

Discussion: Bob Kimball would like to go with concept of town collector and come back at the October town meeting for implementation.

VOTE: 8 YES/1 NO (A.Flowers). APPROVED.

Article 5 (STM) – Conducting an Auction of Tax Foreclosed Property

Sue Kay states that there are 6-8 parcels the town is looking to go to auction with. They are expecting about \$250,000 to \$300,000 from the parcels. Some of the parcels are not build-able but are important to some people.

Motion by Bob Olson for favorable action on Article 5 for \$15,000.

Second Emmanuel Ofuokwu

Discussion: Some parcels are registered so there needs to be more title search done. The town owns this property.

VOTE: Unanimous. APPROVED.

Article 18 (STM) – Convey Parcels of Town Owned Land

Sue Kay states that she has a few departments to check with before going forward with this. Will hold off on Article 18 for more information.

Article 38 (ATM) Amend Zoning Bylaw – New Section (Convalescent/Nursing Home Conversion).

Bob Kimball states that Article 38, 39 and 40 are really one Article. This was previously brought forward at town meeting. Bob Kimball states that if we don't change the zoning they become a deficit to the town. Peter Lapolla from Planning/Conservation is present to discuss. He states that this Article allows for conversion without expansion. The buildings are now vacant nursing homes. This would change nursing home to residential. The goal is to make vacant nursing home buildings available for housing. They are now institutional use buildings. Alan Flowers is against this. He does not support making an apartment block in a residential neighborhood. There are too many downsides. He is concerned that there are too many apartments in Braintree. He states that the owners of the buildings are trying to make a buck and this is the easiest way to do it. He is against zoning changes. Mr. LaPolla states that they are not mandating the usage but are just controlling the usage. They could be made into condos also but they would have to work within the footprint of the building. They cannot expand the site for 10 years. This is all subject to special permit also. Sandie Baler Segal does not like seeing buildings sitting there with no usage. She would vote in favor of this. Mr. Lapolla states that nursing homes could be used for institutional usage such as drug/alcohol rehab without a special permit. A drug/alcohol rehab has tried twice to come to a nursing home and was shot down by the community. Mr. Lapolla states that it is only a matter of time.

Motion by Bob Kimball for favorable action on Article 38, 39 and 40 of the ATM.

Second Emmanuel Ofuokwu

VOTE: 5 YES/3 NO. APPROVED

Article 13 (STM) – Purchase Three Parcels (4.57 acres) of Land Located to the Rear of Old Country Way

Motion by Bob Kimball for favorable action on Article 13 of the STM

Second Sandie Baler Segal

Discussion: Article 13 is for \$15,000. The land was donated to the town in the early 80's and has sat there. There are taxes owed on it so we cannot take it as a gift. Basically buying the land for amount of taxes. This will give the tax value back to the town. Mr. Lapolla states that he will get the final tax figure by town meeting. He states that it changes every day. Mr. Lapolla states to foreclose and take land would take too long. He states that he will know at Motions Hearing on Wednesday on exact figure. He thinks it will be approximately \$10,000 from each. Ted Langill states that CPA is changing their number from \$12,000 to \$15,000. Peter Lapolla states that other half of money is coming from conversation trust fund.

VOTE: Unanimous. APPROVED.

Article 14 – Rezone a Parcel of Land Located at 741 Granite Street from Residence B to Highway Business

Motion by Bob Olson for favorable action on Article 14 of the STM.

Second Gene O'Neill

Discussion: This was rejected at town meeting two years ago. Mr. LaPolla states that this Article is changing the zoning on a parcel that is approximately 11,000 square feet. This is land in front of the Burlington Coat Factory that has a house on it. Mr. Lapolla states that this is not properly zones. He states that the zoning should stay together and rest of land is commercial. The house is currently being rented. Gene O'Neill states that the house sticks out from the rest of the commercial land. Alan Flowers is opposed to this. He has concern that there will be rezoning of all of Granite Street. He states that Braintree 5 Corners is already over developed. There is too much commercial zoning already.

VOTE: 2 YES/6 NO. MOTION FAILS.

Article 12 (STM) Weed Control at Sunset Lake and Eaton's Pond

Motion by Bob Olson for favorable action on Article 12 of the STM for \$15,000 for Weed Control at Sunset Lane and Eaton's Pond.

Second Sandie Baler Segal

Discussion: Discussion on where is money coming from for this. This is not a park activity. Gene O'Neill states that the parks department has money in a revolving fund. Could money come from that. Peter Lapolla states that he has always come to the Finance Committee for this. Ted Langill states that town can go back and look at some old Articles for funding source for this. Mr. Lapolla states that Aquatic Technologies does this – you have to be licensed.

VOTE: 8 YES/1 NO. (A.Flowers). APPROVED.

Article 41 – Health Department – Intermunicipal Agreement to Provide Public Health Services.

Motion by Alan Flowers for favorable action on Article 41 of the ATM.

Second Bob Olson

Discussion: This is the public health mutual aid agreement. There is no funding needed for this. Dr. Nedelman was in favor of this.

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 10:00 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
APRIL 26, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Bob Kimball
Chris Dawley
Alan Flowers
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham
Sandie Baler Segal
Gail Feldman

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Sue Kay, Interim Exec. Secretary
Mr. Bottigio, BELD
Peter LaPolla/Planning Bd.
Carl Johnson
Gerry Kenny, Fire Chief
Carolyn Murray, Kopelman & Page

Not Present

Jay Mullin

Article 37 – BELD – Appropriate Funds for Construction of Power Plant

Mr. Bottigio from BELD is present to answer any questions regarding Article 37. He gave his presentation to the Finance Committee at a previous meeting.

Motion by Emmanuel Ofuokwu to Take Article 37 off Table.

Second Gene O'Neill

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball for favorable action on Article 37 for Authorization to Borrow \$95 million to Fund Construction of Power Plant.

Second Emmanuel Ofuokwu

Discussion: Mr. Bottigio states that the Treasurer's Financial Advisor prepared a five page "Letter of Comfort" regarding Power Plant. Mr. Bottigio states that it was a positive recommendation. A copy of this report was distributed to Finance Committee. The letter states that Article 37 would have no adverse impact on town's credit rating or bond rating. Gene O'Neill states that he met with Mr. Bottigio earlier this week. Gene O'Neill is in favor of the project. He states that there are some concerns such as making a \$40 million business a \$90 million business. BELD would be adding \$1 million in payroll to business. Mr. Bottigio states that payroll would be \$500,000 and the rest would be fixed costs. Gene O'Neill states that there is also concern with taking on partners. On the positive side, Gene O'Neill states that BELD has over 100 years of history with the town. The risk is mitigated by partnering with other communities. He thinks that it is a huge investment but will be worth it. Alan Flowers is still opposed to this. He thinks that the risk outweighs anything positive. He also states that PILOT

looks low over future years. Last year BELD gave \$842,000 in PILOT. Alan Flowers states that BELD will pay less in PILOT for new power plant than it does with old plant. Mr. Bottiglio states that the number BELD felt comfortable with was \$500,000. Alan Flowers is opposed to a fossil fuel power plant at this time going out twenty years. Mr. Bottiglio states that the partners will be locked into their share of the debt. They will be obligated to make fixed payments to Braintree for the life of the contract. BELD will not proceed with project until contracts are signed. Mr. Bottiglio states that there is much more interest than availability for partnerships. The new power plant would expect to be fully operational in June of FY09.

Carl Johnson is present at meeting. He states that bonding should be done with revenue bonds and not general obligation bonds. He wants BELD to stand on its own. Mr. Johnson states that with the new form of Government, Braintree will be bonding more to address its capital needs. He would like BELD's bonding to be accountable to utility and not the assets of Braintree. He thinks that there is an awful lot of risk. He states that the Project is a good idea but should be done with revenue bonds. He states that Braintree is bearing 1/3 of the burden. He hates to subsidize other communities. He states that Braintree is bearing all of the risk. Mr. Bottiglio states that it would need special legislation to do revenue bonding.

VOTE: 8 YES/1 NO. (A.Flowers). APPROVED.

Article 42 – By Petition – Accept Commerce Drive as a Public Way

Ted Langill states that town counsel has asked that this Article be ip.'d because layout was not included with submittal. Town Clerk states that no layout is on file in her office. The layout plan must have been submitted at least 7 days before. This was just discovered at Motions Hearing. Attorney Johnson states that he was sure layout was submitted with application but will double check. This can be voted on before town meeting. If town meeting goes for a while this may reach the 7 day requirement.

Article 7 (STM) – Collective Bargaining

Carolyn Murray from Kopelman & Page is present to discuss five contracts coming up before town meeting. She states that the BPMA and AFSME have no changes made to them from previous town meeting. The FY06 cost for this is \$79,500. The Library has the same percentages of raises also (0, 2, 3 1/2, 4 1/2). The FY06 cost for this is \$16,525. Bob Kimball thinks that the town received something back on this contract. The Utilities contract is discussed also. There have been some negotiations with this contract. There were changes to working out of grade, a swing shift was included which has a cost savings for the town. Bob Kimball thinks that the town received something in return on this contract. Ted Langill states that all amounts have been budgeted in Budget B for FY06. The Fire Contract has also been negotiated. There were two grievances pending in arbitration regarding minimum manning. The Union has agreed to withdraw grievances for payments of \$500 per fire fighter per grievance. (Each fire fighter would receive \$1,000. There are 84 fire fighters). In return the union would agree to a 16 man minimum beginning in July 2006 and a 17 man minimum beginning in July 2007. There

was also the elimination of the cap on sick leave. It was also negotiated that a fire fighter on detail for 4 ½ hours will be paid for 8 hours. This is for private outside details – same as what the police department has. The cost of this contract would be \$114,000. Town meeting would be asked to fund \$27,005. The remaining amount would be coming from money left over from fire department. Lengthy discussion on minimum manning.

Motion by Bob Kimball to Accept the Fire Fighters Contract as Presented – Article 7d.
Second Gene O'Neill

Discussion: 84 fire fighters will get \$500 at beginning of FY07 and \$500 at beginning of FY08. Christine Cunningham states that nothing prevents the fire fighters from filing another grievance next year if town cannot fund minimum manning. Carolyn Murray from Kopelman & Page states that this is correct but she hopes that the fire fighters would act in “good faith”. She states that this was the Board of Selectmen’s deal. Bob Kimball thinks for employees this is the right thing to do. In FY08 there will probably be layoffs. Gail Feldman states that minimum manning bothers her. She states that the town is being held hostage constantly by this minimum manning.

VOTE: 8 YES/1 NO. (G.Feldman). APPROVED

Motion by Bob Olson for favorable action on Article 7A – AFSME Contract.
Second Gene O'Neill

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on Article 7B - BPMA Contract.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on Article 7C – Library Contract for \$16,525.
Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Bob Olson for favorable action on Article 7E – Utility Contract for \$19,608.
Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Article 8 (STM) Salary Increase for Appointed Officials

Motion by Bob Olson for favorable action on Article 8 for \$5,766.

Second Gene O'Neill

Disc: This is for the 2% for FY06. There is an Article at the ATM for the 3 ½%.

VOTE: 7 YES/2 NO (Sandie Baler Segal, Christine Cunningham). APPROVED.

Article 9 (STM) Salary Increase for Seasonal Employees (Sched. G).

Motion by Bob Olson to I.P. Article 9

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Article 11 (ATM) – Collective Bargaining Agreements

Motion by Bob Olson to I.P. Article 11.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Article 12 (ATM) – Appointed Official Salary Increases

Motion by Bob Olson for favorable action on Article 12 for \$10,369.13.

Second Sandie Baler Segal

Discussion: This is funding FY07.

VOTE: 7 YES/2 NO (Sandie Baler Segal, Christine Cunningham) APPROVED.

Article 13 (ATM) – Elected Official Salary Increases

Motion by Bob Olson for favorable action on Article 13 for \$11,750.

Second Bob Kimball (for discussion)

Discussion: This is for FY06 and FY07 for 5 ½ %.

VOTE: Unanimous. APPROVED.

Article 14 (ATM)– Non-BPMA Salary Increases

Motion by Bob Olson for favorable action on Article 14 for \$14,600

Second Sandie Baler Segal

Discussion: This is just the 3 ½%. They already received their 2%.

VOTE: Unanimous. APPROVED.

Article 15 (ATM)– Schedule G Employee (Seasonal & Part-time) Salary Increases

Motion by Bob Olson to I.P. Article 15.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Article 10 (STM) New Positions, Job Descriptions, Classifications

There are several new positions requested. They are as follows: Benefits Coordinator 16(a); Assistant Library Director (b); DPW Business Manager (C); Administrative Assistant for DPW (d); Billing/Delinquent/Accounts Clerk (E); Building Maintenance/Work Foreman (F); 1 Heavy Motor Equipment Operator (G); and 1 Reclassification for Public Health Nurse.

The Personnel Director is requesting two new positions. A Public Health Nurse and a Benefits Coordinator. The Public Health Nurse is the 1st Response Person. Employees could be sent to this person first for minor injuries such as cuts, tripping,

falling down stairs, jammed fingers, etc. There may be an opportunity to save the town money. The Public Health Nurse is working under 3 job descriptions.

Motion by Bob Olson for favorable action on a Public Health Nurse for 16(H) for \$1,812.

Second Alan Flowers

Discussion: The difference in pay is approximately \$30 a week.

VOTE: Unanimous. APPROVED.

16(A) Benefits Coordinator

There used to be a principal clerk who worked 19 hours a week. This person did all the benefits work. The Personnel Director has at least 35 hours a week of work that she could do. This person could work 40 hours. They have inherited Medicare D. She states that she needs more help. The benefits coordinator would work with all insurance companies. The town could save \$125,000 to \$200,000 a year. A full time person would cost an additional \$16,931.32 (total estimated with benefits). She states that the Board of Selectmen have also added a new insurance plan that the Benefits Coordinator would need to learn and answer questions on.

Motion by Bob Olson for favorable action on Article 16(A) of the ATM.

Second Emmanuel Ofuokwu

Discussion: They would be eliminating a ½ time position with a full time position.

The \$9,700 paid to Cook & Co. was eliminated last year. That money was already saved this year. This will provide better service to employees with a cost savings.

There is \$175,000 coming back to town through Medicare D. There is a payment of \$500 to \$600 that comes back to the town if employees do not take Medicare D. The money will either come to the general fund or health benefits fund.

VOTE: 8 YES/1 NO (B.Kimball) APPROVED.

16(B) Assistant Library Director

Motion by Bob Kimball to I.P. Article 16(b) – Assistant Library Director

Second Alan Flowers

Discussion: The Motion could be brought by the Personnel Board. The Personnel Board voted favorable with funding \$55,525. The position is needed but can't afford it.

VOTE: Unanimous. APPROVED.

16(C) DPW – Business Manager

Motion by Bob Kimball for favorable action on Article 16C for DPW – Business Manager.

Second Gail Feldman

Discussion: The Board of Selectmen voted favorably on this. The \$57,200 would be funded by transfer from Water & Sewer Receipts. They are looking to upgrade

position to Business Manager for the whole DPW Department. This position replaces Office Manager. This was part of Option B budget. Bob Kimball states that this should partly be funded from general fund. He states that it is not fair to rate payers to have this come out from Water & Sewer. Gene O'Neill thinks that we already voted this in Water & Sewer Budget. He asks are we double budgeting this if we vote in Article. Bob Lyons thinks that this position is critical. The salaries are the same. The amount of money is \$57,200. The old salary is the same as the new one. It is the same salary for ½ year.

Motion by Alan Flowers to Amend to Change to \$1,050. for Article 16C.

Motion by Gene O'Neill to Amend to \$1,500 for Article 16C.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

On Motion as Amended for favorable action on Article 16C- DPW Business Manager.

VOTE: 8 YES/1 NO (B.Kimball). APPROVED.

Article 16(d) Administrative Assistant

Motion by Bob Kimball to I.P. Article 16(d)

Second Emmanuel Ofuokwu

Discussion: Board of Selectmen voted to I.P.

VOTE: Unanimous. APPROVED.

Article 16(e) Billing/Delinquent Clerk

This is a new position. This is for Water & Sewer – Delinquent Account Clerk. This is coming from revenues from trash collection. Motion must be changed to state that funding will come from the generated trash fee. The increase in trash fee is \$180.00. If you wish to opt out, it is \$125. The amount needed is \$31,600.

Motion by Christine Cunningham to Table 16(e).

Second Gene O'Neill

Discussion: Question on whether or not this is in Water & Sewer budget originally approved. If so, do we need to take out and add to trash budget and reapprove trash and water & sewer.

VOTE: Unanimous. APPROVED.

Article 16(f) Building Maintenance Worker

Motion by Bob Kimball to I.P. Article 16(f) Building Maintenance Worker.

Second Sandie Baler Segal

Discussion: The Board of Selectmen voted to I.P.

VOTE: Unanimous. APPROVED.

Article 16(g) Heavy Motor Equipment Operator

Motion by Bob Olson for favorable action on Article 16(g) for Heavy Motor Equipment Operator.

Second Bob Kimball

Discussion: The Board of Selectmen and Personnel Board approved this position. This would add an employee for the DPW Division who would be working in Cemetery. The amount needed would be \$34,611. This person would help maintain cemetery and also help with cemetery expansion. Ted Langill asks if this amount could be sustained by the sale of lots at the cemetery. Tom Whalen, DPW Director states that last month the cemetery sold \$12,000 worth of lots. Gene O'Neill would like to see a spreadsheet with numbers, cash flows, what is profit, cost of lots, etc. Gene O'Neill states that the town just doesn't have the money now for this position.
VOTE: 0YES/9 NOS. UNANIMOUS. MOTION FAILS

Article 10 – Fire Alarm Penalties

Motion by Bob Olson to I.P. Article 10 of the STM.

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Article 34 – W/S Transfer Funds for Howie Road Inflow/Infiltration project

Motion by Bob Kimball to Take Article 34 off Table of ATM.

Second Bob Olson

Discussion: This was tabled last Monday regarding funding source.

VOTE: Unanimous. APPROVED.

Motion by Bob Kimball to Put Back on Table.

Second Bob Olson

Discussion: Mr. Whalen states that he has no new information at this time.

VOTE: Unanimous. APPROVED. MOTION TABLED.

Article 6 – Stabilization Fund

Motion by Jay Mullin to I.P. Article 6.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Discussion on 2008 Budget Forecast

Ted Langill hands out the Budget Forecast for FY2008. He states that the Senate is going to fund Chapter 70 even higher than the Governor's numbers. The Senate is above Governor's number and the House is below Governor's number. Ted Langill thinks going with the Governor's number would be somewhere in the middle. Ted

Langill thinks doesn't want to put all FY07 eggs in one basket without looking at FY08. He thinks it is a mistake to use money from stabilization to increase spending and hiring new people. He thinks if it was used to sustain level service funding that would be understandable. He thinks that the town was very lucky in FY07. These are his concerns and he is not sure if they are shared by the majority of the committee. Christine Cunningham feels comfortable with what was done. The money used from stabilization is to offset the contracts. She doesn't see anything that would make her want to change any of this. Ted Langill states that the FY08 Budget Forecast changed it for him. He is trying to look ahead. Christine Cunningham states that she doesn't want to go back now and change what they have spent months reviewing. She is comfortable with the decisions made and would rather deal with Fiscal Year 2008 next year. Alan Flowers thought that the money would come from capital to fund positions. He wanted to save stabilization. Alan Flowers thinks that the only way to fund capital is through a debt exclusion. Gail Feldman states that contracts should be coming from stabilization and new positions should be coming from capital. Bob Kimball states that the budget is balanced. He is comfortable with the governor's budget. He would like to see if town meeting will vote recommendations. He wants to move forward. Gene O'Neill thinks that there will be a significant deficit in FY2008. He states that departments need to know that if raises go out this year there will be layoffs next year in departments. He also thinks that town meeting needs to be aware that the budget forecast for FY2008 is going to be a difficult one with lots of layoffs. Ted Langill states that the budget is balanced for FY07 but FY08 looks like a \$2.7 million potential shortfall. Ted Langill is concerned that the local receipt number is being pushed to the limit. His concern specifically is with excise tax. He doesn't think the committee is too far off but there is some concern with that level. Christine Cunningham states that there were several conversations that the committee has sat through and discussed the \$10.6 local receipt number. She states that Ted Langill was comfortable with the figures during those conversations. She now objects to Ted Langill's comments that he is now more comfortable with a \$10.4 local receipt number. She states that several members of the committee were comfortable with the excise tax figure and the \$10.6 number. She does not think that it is the right time to be doing this right before town meeting. She states that this was discussed numerous times. Gene O'Neill states that we never spent more times on the numbers in local receipts. He thinks that the numbers need to be looked at regularly right up to the Special Town Meeting. He also states that he would like to receive better reports from departments. Gail Feldman wants to continue with what was previously voted on.

Article 23 – School Department Revolving Fund – extra curricular activities.

Motion by Alan Flowers to Reconsider Article 23

Second Bob Kimball

VOTE: Unanimous. APPROVED.

Motion by Alan Flowers to Amend to \$125,000
Second Bob Kimball
VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 11:00 p.m.
VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
BEFORE TOWN MEETING – MAY 1, 2006**

The meeting was called to order at 6:30 p.m. at East Middle School. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Bob Kimball
Chris Dawley
Alan Flowers
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham
Sandie Baler Segal
Gail Feldman
Jay Mullin

Others In Attendance

Ann Marie Newell, Recording Secretary
Kevin Flynn, Town Accountant
Bob Galewski, Building Inspector
Paul Frazier, Police Chief
Paul McSoley, Police Dept.

Article 2 (STM) – Unpaid Bills

Motion by Jay Mullin for favorable action on Article 2 for Personnel – Medical \$48.00; Water & Sewer – Lighting \$1,305.87; Maintenance of Town Hall – Lighting \$870.58; Fire Department – Office Supplies - \$89.98; Police – multiple \$1,126.95 for a total of \$3,441.38.

Second Bob Olson

VOTE: Unanimous. APPROVED

Article 3(A) Council on Aging

Motion by Jay Mullin for favorable action on Article 3A for \$6,945.

Second Alan Flowers

Discussion: Fire Alarm sprinkler is leaking and needed emergency repair.

VOTE: Unanimous. APPROVED.

Article 3(C) Accounting

Motion by Jay Mullin for favorable action on Article 3C for \$2,000.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 3(E) – Highway

Motion by Jay Mullin for favorable action on Article 3E for \$1,400

Second Bob Olson

Discussion: This was needed to pay for upgrade in position when department head was out sick.

VOTE: Unanimous. APPROVED.

Article 3(H) – Fire

Motion by Jay Mullin to Reconsider Article 3H

Second Bob Kimball

Discussion: This was approved previously but there have been changes. There is a change to this article because Fire Dept. needed some of the money to fund contractors. Some of the money that they were transferring they are now going to be requesting a reserve fund transfer because it has to do with utilities. The \$4,550 is coming from sick leave incentive.

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 3H for \$14,550.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Article 7D – Firefighters

Motion by Jay Mullin to Reconsider Article 7D.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 7D for \$13,505.

Second Bob Olson

Discussion: This is actually a lower number.

VOTE: Unanimous. APPROVED.

Article 5 Recommendations for Capital for Annual Town Meeting

Article 5 Recommendation is for funding Capital in the amount of \$1.2 million. The Board of Selectmen are in agreement with recommendations. A handout of capital recommendations is distributed to committee.

Motion by Jay Mullin for favorable action on Article 5 for \$957,438.

Second Bob Olson

Discussion: The fuel depo would be under an Article and is separately funded for \$250,000. Christine Cunningham thought amount was \$265,000. Ted Langill states that he will look into it. The stabilization is being used to balance the bottom line in amount of \$370,000. This is going to be part of capital - \$370,000 to fund capital. Sandie Baler Segal does not agree with weed control coming under capital. Peter LaPolla states that this money always came from an Article. Sandie Baler Segal thinks it is bad precedent to put weed control into capital. Ted Langill states that the Finance Committee voted to approve the weed control article. A funding source

could not be identified. When the accountant and Finance Director went looking for the funds, capital was the only option left for funding on this Article.

Motion by Bob Olson to Amend to Take Weed Control out of Capital for \$15,000 for a Capital Total of \$942,438 for new capital figure.

Second Jay Mullin

Discussion: Bob Olson wants to do the weed control out of the stabilization. In effect it will come from stabilization one way or the other.

VOTE: Unanimous. APPROVED.

On Motion as Amended for \$942,438

VOTE: Unanimous. APPROVED.

Article 16 (ATM) – New Positions

Ted Langill states that there are adjustments to the numbers for new positions. The numbers are going down not up. He states that the new position for benefits coordinator was approved for the full amount but we didn't take off from that the amounts that is already included in position that we funded and the position that they are eliminating. We just took the difference from the new position minus the position they are eliminating to come up with the \$17,771.

Article 16G Cemetery Position – position will be funded through cemetery receipts from sale of lots. .

Motion by Jay Mullin to Reconsider Article 16G .

Second Sandie Baler Segal

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin for favorable action on Article 16G for \$35,818 From Cemetery Receipts.

Second Sandie Baler Segal

Discussion: The position itself is the same. The sale of cemetery lots will fund the position. The cemetery is comfortable with this due to the pace that they are selling lots at. Tom Whalen, DPW Director states that in FY2008 this will be in a budget.

VOTE: Unanimous. APPROVED.

Billing/Delinquent Account Clerk

Motion by Jay Mullin to Remove Article 16 from Table.

Second Bob Olson

Discussion: Kevin Flynn, Town Accountant states that Brian Connolly has numbers available on this. The \$180 trash fee will collect more than what is designated. The delinquent account clerk for the first year would be through an Article.

VOTE: Unanimous. APPROVED.

Tom Whalen, DPW Director states that there is one trash clerk in place. They need a delinquent account clerk to chase the people who do not pay. Mr. Whalen states that you can not run trash department with one person. This will come from trash receipts.

**Motion by Jay Mullin for favorable action on Article 16(e) for \$32,688 for Billing/Delinquent Accounts Clerk.
Second Bob Olson
VOTE: 7 YES/3 NO APPROVED.**

Ted Langill states that Article 42 & 43 need to be i.p.'d because the layout was not submitted .

Article 42 – By Petition Accept Commerce Drive as a Public Way

**Motion by Jay Mullin to I.P. Article 42
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.**

Article 43 - Board of Selectmen – Accept Several Streets as Public Ways

**Motion by Jay Mullin to Reconsider Article 43
Second Bob Olson
VOTE: Unanimous. APPROVED.**

**Motion by Jay Mullin to I.P. Article 43
Second Sandie Baler Segal
VOTE: Unanimous. APPROVED.**

Article 34 - W/S – Transfer Funds for Howie Road Inflow/Infiltration Project

**Motion by Jay Mullin to Remove Article 34 from Table.
Second Emmanuel Ofuokwu
Discussion: Kevin Flynn, Town Accountant would like to come back on this later. He did not have time to look into this. There is a question on Article 15 of May 2002. This can stay on table. Original Motion withdrawn.**

Ted Langill states that there is no monetary attachment to Article 16(c). There is no need for the additional \$1,500.

Reserve Fund Requests

Building/General Expenses

Current Balance: \$17.54/Amount Requested: \$350

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$350 for Building/General Expenses.

Second Emmanuel Ofuokwu

Discussion: Bob Galewski, Building Inspector is present to answer any questions. He states that the Building Department lost equipment due to the flooding of town hall. A reserve fund is needed for postage, office supplies, wireless bills, dues & memberships.

VOTE: Unanimous. APPROVED.

Reserve Fund Request

Fire/Energy

Motion by Jay Mullin for favorable action on an Energy Reserve Fund Transfer of \$12,450 to Fire/Energy.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Motion made and seconded to adjourn meeting at 7:25 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
BEFORE TOWN MEETING – MAY 2, 2006**

The meeting was called to order at 6:30 p.m. at East Middle School. Ted Langill, Chairperson, presided over meeting.

Members Present

Jay Mullin
Bob Kimball
Sandie Baler Segal
Alan Flowers
Bob Olson
Emmanuel Ofuokwu

Not Present

Christine Cunningham
Chris Dawley
Gail Feldman
Gene O'Neill

Others In Attendance

Ann Marie Newell, Recording Secretary
Kevin Flynn, Town Accountant
Sue Kay, Interim Exec. Sect.

Article 18 (STM) Convey Parcels of Town Owned Land

Motion by Bob Kimball for favorable action on Article 18 of the Special Town Meeting.
Second Jay Mullin

Discussion: Bob Kimball states that there are five pieces of property owned by the town. They are small pieces of property and abutters have shown an interest in acquiring. The Streets are Glenrose, Holmes, Sterling Park, and Harbor villa Ave. Bob Kimball thinks it makes sense to sell on the market. He requests that a set minimum price of 75% of assessed value be put on property. The town could gain approximately \$100,000 from sale of these pieces of property. It also takes the liability away from town and puts land back into the tax rolls. Bob Kimball states that the parcels are too small and isolated to keep as open space.

VOTE: Unanimous. APPROVED.

Budget 199 – Government Study Committee

Motion by Bob Olson to Take Budget 199 Off Table.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

Sue Kay, Interim Executive Secretary is present to discuss Budget 199. She is comfortable with \$10,000 for consultant and \$10,000 for Recording Secretary for Government Transition Committee. Bob Kimball would like to see ordinances formatted to that they can be put on the town website. Sandie Baler Segal states that she was upset with the way the Government Transition Committee was formed. She did not like the way that the Board of Selectmen just chose people to be on committee. There was no

open interviewing, no discussion of candidates that have applied. This was typical patronage picking and she was not happy with it. She hopes that this is not an indication of what's to come.

VOTE: Unanimous. APPROVED.

Article 34 – W/S – Transfer Funds for Howie Road/Inflow/Infiltration Project

Motion by Jay Mullin for favorable action on \$321,577.32 for Article 34.

Second Bob Olson

Vote: Unanimous. APPROVED.

Reserve Fund Request

Zoning/Casual Employee

Current Balance: \$38/Amount Requested: \$1,500

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$1,500 for Zoning/Casual Employee.

Second Bob Olson (for discussion)

Discussion: Zoning Board of Appeals is under budget due to a missed step increase. They have maxed out on payroll last week.

VOTE: Unanimous. APPROVED.

Ted Langill states that the Benefits Coordinator and cost will be paid out of Health Insurance Trust Fund Account – where the Medicare D money is going to.

Motion made and seconded to adjourn meeting at 6:55 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
MAY 22, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Gail Feldman
Jay Mullin
Alan Flowers
Bob Olson
Emmanuel Ofuokwu

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Tom Whalen, DPW Director

Not Present

Chris Dawley
Bob Kimball
Sandie Baler Segal
Christine Cunningham

Minutes

Motion by Jay Mullin to Accept All Outstanding 2006 Minutes as Printed.
Second Gail Feldman
VOTE: Unanimous. APPROVED.

Nominations

Motion by Jay Mullin to Nominate Ted Langill for Chairman for the duration of the Finance Committee.
Second Emmanuel Ofuowku

Motion by Emmanuel Ofuokwu to Open and Close the Nominations
Second Jay Mullin
VOTE: Unanimous. APPROVED.

On Motion to Nominate Ted Langill for Chairman for the duration of the Finance Committee
VOTE: Unanimous. APPROVED.

Motion by Alan Flowers to Nominate Bob Olson for Vice Chairman for the duration of the Finance Committee.
Second Emmanuel Ofuokwu

Motion by Jay Mullin to Close Nominations.

Second Alan Flowers

VOTE: Unanimous. APPROVED.

On Motion by Alan Flowers to Nominate Bob Olson for Vice Chairman for duration of the Finance Committee

VOTE: Unanimous. APPROVED.

Motion by Bob Olson to Nominate Jay Mullin for Secretary for the duration of the Finance Committee.

Second Alan Flowers

Motion by Bob Olson to Close Nominations for Secretary

Second Alan Flowers

VOTE: Unanimous. APPROVED.

On Motion by Bob Olson to Nominate Jay Mullin for Secretary for the duration of the Finance Committee.

VOTE: Unanimous. APPROVED.

FY08 Budget

Ted Langill states that the Finance Committee will still have a full FY08 budget to do. The Committee has a brief discussion regarding town meeting. Jay Mullin states that a lot of people did not like the one motion budget process. Ted Langill states that town counsel suggested doing it this way. He states that a lot of other towns do it with a one motion budget.

Ted Langill states that Brian Connolly suggested having a financial summit early on to go over the options for the FY08 budget. He states that if a debt exclusion is an option, the discussion should start early. Brian Connolly would recommend a debt exclusion to an override. He states that a debt exclusion is more favorable. He states that if he was requested to do so, he could come up with a plan that could be ready for the ballot for September. He would like input from the Finance Committee and the Board of Selectmen on this before going ahead. The town could also hold a special election for a debt exclusion in the spring. Alan Flowers is concerned that if a debt exclusion vote was taken in September there would not be the urgency because the FY08 budget would not be in yet. Brian Connolly states that a debt exclusion would take a lot of selling. There needs to be an outreach in the community. He suggests holding community meetings.

Gene O'Neill would like to see more Finance Committee members this year. He suggested reaching out to former Selectmen, School Committee members, Finance Committee members to see if anyone is interesting in joining the Finance Committee for the last year. There are 11 members on the Finance Committee now with 4 vacancies.

Ted Langill states that if anyone knows of anyone that is interested in joining the Committee, to contact him and he will talk with the Moderator.

Reserve Fund Request

Historical Commission/Casual Employee

Current Balance: \$0/Amount Requested: \$1,250

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$1,250 for a Casual Employee.

Second Emmanuel Ofuokwu

Discussion: They are meeting a lot for Thayer Cultural Center. Need recording secretary for meeting. The Balance of reserve is approximately \$45-50,000. The Balance of energy reserve is \$55,000.

VOTE: Unanimous. APPROVED.

Highway Department/Department Head

Amount Requested: \$700

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$700 for Highway – Department Head.

Second Bob Olson

Discussion: This is for out of grade pay while Ritchie Gray out.

VOTE: Unanimous. APPROVED.

Cemetery/Overtime

Current Balance: \$200/Amount Requested: \$2,900

Tom Whalen, DPW Director states that this reserve will get them through until July. There were two burials this past Saturday that depleted the overtime account. They are doing more Saturday burials.

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$2,900 for Cemetery/Overtime.

Second Bob Olson

VOTE: Unanimous. APPROVED.

Treasurer/Overtime

Current Balance: \$85.39/Amount Requested: \$500

Motion by Jay Mullin for favorable action on a Reserve Fund Transfer of \$500 for Treasurer/Overtime.

Second Gene O'Neill

Discussion: This is for 2% fiscal year 06 retro pay. This is the actual work in the treasurer's department to get the retro checks out to employees.

VOTE: Unanimous. APPROVED.

Accounting/Overtime

Current Balance: \$631.13/Amount Requested: \$2,000

Motion by Jay Mullin for favorable action on a reserve fund transfer of \$2,000 for Accounting- Overtime.

Second Bob Olson

Discussion: This is for 2% fiscal year 06 retro pay. This is work in the accounting department for retroactive pay for employees.

VOTE: 5 YES/1 NO. (G.Feldman) APPROVED.

Unclassified/AFSCME Union Contract

Current Balance: \$0/Amount Requested: \$1,930

Motion by Jay Mullin for favorable action on a Reserve Fund transfer of \$1,930 for Unclassified/AFSME Contract.

Second Alan Flowers

Discussion: This is for 2% retro pay for 6 permanent part time employees not covered in the Special Town Meeting collective bargaining article. Emmanuel Ofuokwu would like to table to find out who people are.

Motion by Alan Flowers to Table

Second Gail Feldman

Vote: Unanimous. APPROVED.

Motion by Jay Mullin to Allow Chair to Approve Reserve Fund Transfers up to \$5,000.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Motion by Jay Mullin to Allow the Chair to Approve Transfer Authorizations to Reserve Fund.

Second Bob Olson

Motion by Gene O'Neil to Amend to Allow the Chair to Approve Transfer Authorizations to Reserve Fund up to \$5,000.

Second Jay Mullin

VOTE: Unanimous. APPROVED.

On Main Motion to Allow the Chair to Approve Transfer Authorizations up to \$5,000.

VOTE: Unanimous. APPROVED.

The Finance Committee dinner is scheduled for Wednesday, May 31st at 6:30 p.m. at Siros.

Motion made and seconded to adjourn meeting at 7:55 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
SEPTEMBER 18, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Gail Feldman
Jay Mullin
Alan Flowers
Bob Olson
Emmanuel Ofuokuwu
Christine Cunningham
Bob Kimball
Sandie Baler Segal

Not Present

Chris Dawley (resigned)

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Dr. Kurzberg, Superintendent of Schools
Members of School Committee
Stephen Downes, Water & Sewer Clerk
Tom Whalen, DPW Director
Rick Collins, Patriot Ledger
Bob Aciardi, Braintree Forum
Ritchie Grey, Highway Dept.

Reserve Fund Requests

Veterans Department

Amount Requested: \$600.00

Motion by Jay Mullin for favorable action on \$600 for a Reserve Fund Transfer to Veterans.

Second Sandie Baler Segal (for discussion)

Discussion: This is the first reserve fund request for FY07. There is a new secretary in Veterans Department who has been there a few months. This is for the new employee to be trained in billing for veterans benefits. This covers training, hotel, and mileage.

VOTE: Unanimous. APPROVED.

Treasurer Department – Overtime Account

Current Balance: \$350/Amount Requested: \$3,500

Motion by Jay Mullin for favorable action on \$3,500 for reserve fund transfer to Treasurer – Overtime Account.

Second Bob Olson (for discussion)

Discussion: This is to find out how many outstanding checks are out there. There are checks that the town wrote that were never cashed. This overtime request would be for an estimated 93 hours of overtime. The treasurer has 5 years of outstanding checks on the website now. They are looking to add another 5 more years. According to audit done, these outstanding checks go back 10 years. Bob Olson states that it sounds like a lot of money. Gene O'Neill states that this is new work that is being done. Brian

Connolly states that these checks need to be advertised on website. If they are not claimed the money is returned to the town. It would take about 4 months from start to finish before the money would be send back to town.

VOTE: 5 yes/ 4 no. MOTION APPROVED.

ARTICLE 19

This Article will be discussed first because however this article is voted will determine the other articles. Ted Langill states that the debt service budget needs to be supplemented by approximately \$200,000. They had previously thought that there would be more short term borrowing and the treasurer did more long term borrowing. Gene O'Neill states that this is regarding the \$700,000 authorizations for the last three years. The Finance Committee assumed the town would be paying the interest on these loans. Instead, 4 out of 6 are long term loans which means the town is paying principal and interest. Gene O'Neill has some concern with this figure because he thinks this budget will need to be supplemented approximately \$350,000. Brian Connolly discusses figures with the Finance Committee. Bob Kimball thinks that the treasurer should come down to discuss. Gene O'Neill states that there are rules that if the treasurer doesn't bond in a certain period of time, he would be in trouble. Gail Feldman wants to table this.

Motion by Jay Mullin for favorable action to transfer \$200,000 into Stabilization Fund.
Second Bob Olson (for discussion)

Motion by Bob Kimball to Table Article 19.

Second Gail Feldman

VOTE: Unanimous. APPROVED.

Christine Cunningham states that the Finance Committee cannot go forward on any amounts until they have treasurer's numbers. Ted Langill states that the Finance Committee can debate the Articles. They can reject Articles or they can table to see what financial information they have.

ARTICLE 8

Motion by Emmanuel Ofuokwu for favorable action on Article 8 for \$5,000 for copier for Highway Department - to come from Reserve Fund.

Second Alan Flowers

Discussion: Bob Kimball states this this is not properly before the Finance Committee. There needs to be a signed reserve fund request. Sue Kay, Executive Secretary states that the Board of Selectmen have voted to support this and are looking for funding. Ted Langill does not have a problem going forward with this without the paper work if the Board of Selectmen voted to approve it and the subcommittee recommends favorable action. Bob Kimball asks what good is procedure if we don't follow it.

Motion by Bob Kimball to Table Article 8.

Second Gail Feldman

Discussion: This is not properly before Finance. Sandie Baler Segal wants to hear if this is of critical nature. Ritchie Grey states that their copier is used also for faxes. They have been using the Parks Department copier. Ritchie Grey states that they are renewing snow contracts now and need to have a reliable fax and copier. Sandie Baler Segal does not want to tie the hands of this department – would like to see motion go forward.

Ritchie Grey states that he could get paperwork signed and come back to next Monday meeting. He states that it would not be a problem to wait a week.

VOTE: Unanimous. APPROVED.

Motion by Emmanuel Ofuokwu to I.P. Article 8

Second Alan Flowers

VOTE: Unanimous. APPROVED.

ARTICLE 5

Motion by Emmanuel Ofuokwu for favorable action on Article 5 for \$70,000.

Second Alan Flowers

Discussion: Tom Whalen states that this is for fire alarm upgrade. This is to install a new system – consolidating two panels to 1 panel. The smoke detector needs to be upgraded. Tom Whalen states that if they went with Engineering Firm it would be over \$100,000. He states that these issues with the alarm system came up about two months ago and they need to be addressed. Brian Connolly states that this should be a split of 50/50 or 70/30. Water & Sewer Department could do a \$35,000 Water/Sewer reserve fund and \$35,000 coming from town's bottom line. Sue Kay states that this system needs immediate attention. This is for just fire alarm system.

Motion by Christine Cunningham to Table Article 5 (pending available funding).

Second Gail Feldman

VOTE: 5 YES/4 NO. APPROVED.

ARTICLE 6

Motion by Emmanuel Ofuokwu to Table Article 6.

Second Alan Flowers

Discussion: Emmanuel Ofuokwu was not able to talk with Town Engineer and therefore does not have enough information. Bob Kimball asks what type of vehicle is Town Engineering purchasing. Emmanuel Ofuokwu states that Town Engineer contract entitled him to a car. Sandie Baler Segal asks whether Town Engineer has looked into a lease agreement.

VOTE: Unanimous. APPROVED.

ARTICLE 7

Ritchie Grey states that this is for three front line vehicles. The vehicles that need to be replaced are: First Vehicle: 1990 Chevy Pick Up with 133,000 miles. Vehicle failed inspection for many reasons. This vehicle is crucial in snowstorms. Second Vehicle: 1998 Ford Explorer 4x4 with 155,000 miles. This also failed inspection for many reasons. They have spent over \$10,000 in last two years on repairs. This would be replaced with a pick up truck. Third Vehicle: a 1989 Chevy with Plow – used by foreman. This has 120,000 miles. The frame on this vehicle split in half and was repaired and it has again split in half. The foreman is now using a dump truck – using two vehicles when they need one. Each crew has four people. Ritchie Grey has asked for this vehicle replacement since 2001. He has taken several vehicles from other departments. The vehicles they would be buying would be full cab vehicles and would carry more crew.

Motion by Emmanuel Ofuokwu for favorable action on Article 7 in amount of \$135,000.
Second Bob Olson

Discussion: Ritchie Grey has put these vehicles in as a capital need for the past several years. Gail Feldman wants to table.

Motion by Gail Feldman to Table Article 7.

Second Bob Kimball

Discussion: Gail Feldman states that the need is there but they need to know how much money is available. Also need to know if money can come from Chapter 90 funds. They should know this information by next Monday.

VOTE: Unanimous. APPROVED.

ARTICLE 12

This is to replenish Article 25. Tom Whalen is requesting \$100,000 from the Water & Sewer Rehabilitation Fund. This is for the computerized maintenance system – SCADA System. It is a management tool and a good tool for consent orders. The balance of the rehabilitation fund is over \$400,000.

Motion by Emmanuel Ofuokwu for favorable action on Article 12 in the amount of \$100,000 – coming from the Water & Sewer Rehabilitation Fund.

Second Alan Flowers

Discussion: Gene O'Neill would like more information. He would like to see a report to understand the SCADA system. He states that if this was the general fund there would be more scrutiny. The SCADA System would cost approximately \$1 million to complete. This \$100,000 would cover 10% of the project. Tom Whalen states that he has a report on the SCADA System and he will have it sent to the Finance Committee.

Motion by Gene O'Neill to Table Article 12.

Second Gail Feldman

Discussion: 8 YES/1 NO (Emmanuel Ofuokwu). APPROVED

ARTICLE 13

This is regarding termination of by-law changes. Tom Whalen would like to change the termination by law from 90 days to 60 days. Bob Kimball thinks 60 days is a short time frame for termination of water service. Sandie Baler Segal is concerned with the elderly if they are in the hospital or away. Tom Whalen states that by law you cannot shut off water for any senior 65 or over. He states that a resident would receive 3 notices before their water was shut off. The second notice would come 30 days after the original bill and a third notice would come at 45 days. There is an additional 15 more days before the water is shut off. There is a \$50 fee to turn back on.

Motion by Emmanuel Ofuokwu for favorable action on Article 13 Termination By-Law Changes.

Second Alan Flowers

Discussion: This is changing shut off from 90 days to 60 days. Tom Whalen states that there will be about 1200 liens going out. This will help bring that number down.

VOTE: 7 YES/2 NOS. APPROVED

ARTICLE 14 – Increase Meter Fee

Motion by Emmanuel Ofuokwu for favorable action on Article 14 for Increase Meter Reading Fee.

Second Alan Flowers

Discussion: This is for water & sewer employee to inspect house for sump pumps. This was implemented in 2004. When you sell your home you are required to have a final water & sewer reading. The fee is now \$35. They are looking to increase to \$50.00 The fee covers the cost of employee per hour, fuel, etc. Bob Kimball thinks that there are too many fees put on home buyers.

VOTE: 6 YES/3 NO. APPROVED.

ARTICLE 16

Gene O'Neill states that this is the continuation of program. This is the 4th year for the \$700,000 capital improvements. Three years have gone out and bonded by treasurer. This is the 2008 spending. The school department is requesting authorization now because the best time to do the work is in the summer. This way they can get the RFPs and bids and are ready for the summer. Dr. Kurzberg states that the capital money thus far has gone toward East Junior roof being done; Flaherty & Liberty School additions, work on the High School roof, paving at East, High School, and Highlands, etc. Gene O'Neill states that the treasurer bonds 20 years for schools and bonds 5 years for road repair. Dr. Kurzberg states that they are looking to continue roof repair at the High School and as much of the window replacement at the Ross School. Bob Kimball would like something in the Motion to state that the money would not be spent until FY08.

Ted Langill explains to Dr. Kurzberg and members of the School Committee that the debt service budget has been underfunded by approximately \$200,000. The Finance Committee is waiting until they have a better idea of what the bottom line figure is. No motion is made.

ARTICLE 21

Sandie Baler Segal states that this Article is for filing special legislation to cancel the April 2007 Local Election. Sandie Baler Segal would support extending the terms for a few more months in order to have stability during the transitional period before the Mayor is elected. She states that only 26% of the town came out to vote for Mayor. It is a question of people's rights versus the benefit to the town. There is a cost savings of \$15,000 to not have an election.

Motion by Sandie Baler Segal for favorable action on Article 21.

Second Alan Flower

Discussion: Gene O'Neill thinks that the town needs an override election in April. He would like to see an override on ballot to at least take over the trash fee. Emmanuel Ofuokwu is in favor of an election even if it is for 7 months. Stephen Downes is present at meeting. He is at meeting to support holding an election. Alan Flowers is opposed to positive motion. He does not think they should take away the right to vote. Ted Langill agrees with Sandie Baler Segal and does not think there should be an April election. A lengthy discussion on election process. Sandie Baler Segal states that people would have to run for positions in April and run again in November.

VOTE: 4 YES/5 NO. MOTION FAILS

ARTICLE 22

Motion by Jay Mullin for favorable action on Article 22 to Amend Language

Second Bob Olson

Discussion: This is changes in language.

VOTE: Unanimous. APPROVED.

ARTICLE 23

Motion by Jay Mullin for favorable action on Article 23 for new figures for Blue Hills.

Second Bob Olson

Discussion: Ted Langill wants to check on Blue Hill's figure.

Motion by Bob Olson to Table Article 23.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

ARTICLE 24

Motion by Jay Mullin for favorable action on Article 24 to Amend Language

Second Bob Olson

Discussion: This is change in language.

VOTE: Unanimous. APPROVED.

Next Meeting is Monday, September 25th at 7:00 p.m.

Motion made and seconded to adjourn meeting at 9:25 p.m.

VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell

Recording Secretary

**FINANCE COMMITTEE MEETING
MINUTES OF MEETING
SEPTEMBER 13, 2006**

The meeting was called to order at 7:00 p.m. Ted Langill, Chairperson, presided over meeting.

Members Present

Gene O'Neill
Gail Feldman
Jay Mullin
Alan Flowers
Bob Olson
Emmanuel Ofuokwu
Christine Cunningham
Bob Kimball

Not Present

Chris Dawley
Sandie Baler Segal

Others In Attendance

Ann Marie Newell, Recording Secretary
Brian Connolly, Finance Director
Dr. Kurzberg, Superintendent of Schools
Mr. Peter Kress, Business Manager Schools
Mr. Stephen Downes, Water & Sewer Clerk

Warrant Hearing

Motion by Jay Mullin to Open the Warrant for the October 3, 2006 Special Town Meeting.

Second Gail Feldman

VOTE: Unanimous. APPROVED.

Jay Mullin reads the Warrant Articles.

Article 1

Article 2 – Assigned to Secretary.

Article 3 – Jay Mullin, Secretary will be assigned this Article except for Library (3B).

The Education Subcommittee will be Assigned Library

Article 4 – Assigned to General Government

Article 5 – Assigned to Public Works. (Ted Langill states that a lot of the Articles are extensions of capital items. He does not articulate the need for the items but he has concern with the process. He states that there is not an Article that allows all departments to put in their capital needs so only the ones that came forward with Articles would have their capital needs considered).

Article 6 – Assigned to Public Works

Article 7 – Assigned to Public Works. (Jay Mullin states that three vehicles in the Highway Department did not pass inspection and are off the road.

Article 8 – Assigned to Public Works.

Article 9 – Assigned to Vice Chairman

Article 10 - Assigned to Vice Chairman

Article 11 – Assigned to Vice Chairman

Article 12 – Assigned to Public Works
Article 13 – Assigned to Public Safety
Article 14 – Assigned to Public Safety
Article 15 – Assigned to Public Safety
Article 16 – Assigned to Education. (Dr. Kurzberg states that this is 3rd year for Article. He states that they are asking for the money in the fall but it is not spent until the summer. It allows times to get RFPS out and bids).
Article 17 – Assigned to Education
Article 18 – Assigned to Public Safety
Article 19 - Assigned to Chairman
Article 20 – Assigned to General Government
Article 21 – Assigned to General Government. (Bob Kimball would like a legal opinion on this. He has questions on the recall by-law.
Article 22 – Assigned to Secretary (Ted Langill states that Articles 22, 23 and 24 are just correcting wording of what the moderator read and what was voted on. This is just to correct the wording of the Motions that the Moderator read.)
Article 23 – Assigned to Secretary
Article 24 – Assigned to Secretary

Motion by Jay Mullin to Close the Warrant for the October 3, 2006 Special Town Meeting.

Second Emmanuel Ofuokwu

VOTE: Unanimous. APPROVED.

Brian Connolly, Finance Director, distributes a copy of the year end local receipt revenue report. This has already been presented to the Board of Selectmen. Mr. Connolly states that although revenue is increasing, it is doing so at a slow place. He states that the trash program is going very well in the last six months. He is very please with where they are going with this. He states that over 9,600 bills went out and the Water & Sewer is up to date now on who has paid and who has not. Stephen Downes who works in the Water & Sewer Department is present and confirms that Water & Sewer is up to date with billing.

Brian Connolly states that under Inspections, the building permit revenue for FY06 has fallen 15%. Bob Kimball asks if there is a figure year for returned earnings. Brian Connolly states that he does not have any number yet.

Ted Langill reviews the spreadsheet that was given to the Committee. He states that the bottom line is a \$400,000 or so surplus. He states that this is a good situation to be in but he hesitates to add to anything that needs to be sustained in FY08. He states that FY08 will be similar to this time last year. Contracts are at their last and highest year in FY08 and there will be the usually increases in fixed costs and benefits. Ted Langill would like to see a big chunk of available money set aside going into the FY08 budget. He states that money can be returned to the stabilization under Article 19. Jay Mullin states that Article 19 should be discussed before the rest of the Articles then.

Gene O'Neill thinks that the Finance Committee should look at requests before we vote on Article 19. He thinks that if there is money this could be a great opportunity to use money for capital. He doesn't want to hire anyone new at this point but thinks capital requests could be looked at. Ted Langill wanted a level playing field with regard to capital needs. Christine Cunningham would like to see the money go back into stabilization and look at the capital needs of the entire town at a later time.

Brian Connolly states that the Highway Department has put in a request to Mass. Highway to use some of the Chapter 90 money to help fund the fuel depot. Mass. Highway has not yet approved the town using \$135,000 of the \$280,000 for the fuel depot but states that Mr. Campbell, the Town Engineer, thinks that they may approve it where the town is funding 50%.

Next Meeting is Monday, September 18th at 7:00 p.m.

Motion made and seconded to adjourn meeting at 8:15 p.m.
VOTE: Unanimous. APPROVED.

Respectfully submitted,

Ann Marie Newell
Recording Secretary